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ABSTRACT

This document contains information on the vocational education and training available in each of 11 European Community (EC) member countries to individuals preparing for employment as hairdressers and beauticians. The information presented was gathered from relevant national bodies in 11 EC countries (Belgium, Denmark, France, Germany, Greece, Ireland, Italy, the Netherlands, Portugal, Spain, and the United Kingdom) through the European Centre for the Development of Vocational Training's Documentary Information Network. The first half of the document summarizes the vocational education and training available to individuals preparing to enter the occupation of hairdresser, and the second half of the document summarizes the training available in preparation for the occupation of beautician. Each description of available vocational training contains the following information: definition of the function of a hairdresser or beautician; type/structure of training; admission requirements; duration of training; existing training levels; examination(s) at the end of training; name of the body awarding diplomas/certificates; status of those undergoing training; job and career prospects; average wages; required continuing and further training; estimate of student/trainee intake per annum; and names/addresses of sources of additional information. Appended is a list of Documentary Information Network members. (MN)

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Hairdresser and beautician training in the EU Member States

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panorama

Hairdresser and beautician training in the EU Member States

Compiled by
Martina Ní Cheallaigh
CEDEFOP's librarian

November 1994

1st edition, Berlin 1994

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The Centre was established by Regulation (EEC) No 337/75 of the Council of the European Communities, last amended by Council Regulation (EC) No 1131/94 of 16 May 1994.

European report

3

Introduction

Due to greater workforce mobility and increasing opportunities for young people to undertake all, or part of, their training in an EU Member State other than their country of origin, the demand for information on occupations and the training routes which lead to these occupations is increasing. When CEDEFOP was confronted with a growing number of requests for information on a wide variety of occupational and training profiles, the library attempted to purchase a directory for each Member State which would provide such information, assuming that this type of product existed at national level for vocational guidance purposes. It emerged that only five countries currently had such a publication (Denmark, Germany, France, the Netherlands and the United Kingdom), and they, naturally, existed in five different languages. Information on occupations in the other countries could only be gathered through use of the CEDEFOP Documentary Information Network from the relevant national bodies. This process risks producing a bulk of untreated data in a further array of languages. The result would be a large volume of material of use only to the polyglot who does not need information quickly.

Because of this unsatisfactory scenario, the Library and Documentation Service decided to produce, on a trial basis, a uniform monolingual description of a number of occupations in each country.

A common questionnaire was drafted and distributed to the network members in each country* to collect the required information. The occupations were selected from among those frequently requested by CEDEFOP's enquirers. The present document is the first example of the results of this process.

CEDEFOP would appreciate reactions to the contents of this document. Gathering and then translating the information is a time-consuming exercise. We have found the results in this document useful for our work, even in the preparatory stages. But we are not convinced that it is effective for CEDEFOP to expand and continue this work in this way. In one year, we have only been able to examine three occupations (hairdresser, beautician, nurse), and at this rate we will never make a significant impact on the information needs. How could this work be done more efficiently and by whom? We look forward to your suggestions.

This document has been prepared and edited by Martina Ní Cheallaigh, CEDEFOP's librarian, assisted by Carola Müller.

Michael Adams

Head of Library and Documentation Service November 1994

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* see list in annex.

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A. HAIRDRESSER

BELGIUM

Definition of function

"Ladies' hairdressers", "men's hairdressers" and "unisex hairdressers" care for and maintain hair and sell cosmetic products, but their activities will vary depending on the salon's organisation and clientele.

Unisex salons are expanding. More ladies' salons are starting to accept male customers. Traditional men's haircutting, shaving and beard and moustache trimming are gradually disappearing. In order to be successful and tap a younger clientele, men's hairdressers are having to offer more advanced services such as colouring and perming.

The main tasks of a hairdresser are to welcome customers, advise on the choice of hairstyle and carry out cutting, brushing, setting, perming and colouring. In a medium-sized salon it is in principle the hairdresser or his staff who deal with these various operations, from welcoming customers to final brushing.

In salons with a certain level of prestige, the various phases of work are divided out between specialists, either in technical jobs (colouring and perming) or in what some people call "styling" (cutting and brushing). This trend towards specialisation increases as soon as the salon takes on more staff, but whatever the people concerned may think, it may sometimes cause deskilling for those who over a period of years only undertake particular very precise activities.

Apprentices have to pass through a number of steps before they can genuinely act as hairdressers. They will progressively prepare equipment, shampoo customers' hair, apply colour, insert curlers, start the brushing which will be completed by the hairdresser and so on.

Alongside actual hairdressing activities, some salons are developing complementary activities in the beauty-care area (facials and body care, manicuring, make-up etc.).

As in beauty therapy, the hairdresser must have a well-groomed appearance and a liking for tidiness. As hairdressing also involves creation, he must be capable of demonstrating taste and of adapting fashion to his customer's morphological type whilst complying with the request made to him beforehand.

Hairdressing is an art which requires some artistic sense, tact, diplomacy, discretion and a liking for conversation, without forgetting a certain degree of general cultivation which will be beneficial to conversation with customers.
It is also best in this occupation to be physically robust, not suffer from any back or circulation problems and not have any allergies.

Training and qualification

Type/structure of training

In initial training, it is full-time secondary vocational education, or a three-year period of apprenticeship.

Admission requirements

To enter secondary vocational education, it is necessary to have gained the primary education diploma, known as the basic aptitude certificate (certificat d'aptitude de base - CAB). To be accepted as an apprentice in the Small Firms and Traders sector (Classes Moyennes), it is necessary to have successfully completed the first two years of secondary education and to be at least 15 years old.

Duration of training

The duration of training is seven years in the technical stream of secondary education from the ages of 12 to 19, including the 7th year ("année de qualification"), or three years of apprenticeship.

Training level

EC levels II, III

Examination(s) at end of training

Comprising a seventh year of qualification at the end of which a recognised diploma is awarded as a hairdresser who can receive a wage (qualification as hairdressing employee).
The institutes of the Small Firms and Traders sector train apprentices and award an approved diploma, after which the apprentices can be admitted to head of business training courses and open a hairdressing salon.

Name of body which awards diplomas/certificates etc.

Each school is responsible for awarding national diplomas.

Status of those undergoing training

Students, apprentices

Job and career prospects

In our 'consumer' society, it might be thought that beauty therapy and hairdressing would be ideal places to look for employment.

Schools which give training in these occupations are proliferating, and beauty and hairdressing salons are flourishing more or less everywhere.

But supply in these areas easily exceeds actual potential demand, and unemployment is rife. Without indulging in extreme pessimism, it is a factor of which young people who might be tempted by these occupations should be particularly aware. It is best not to embark on the adventure of beauty therapy or hairdressing if one is not certain of being able to demonstrate sufficient enthusiasm and motivation in learning the trade, in looking for a job and later in exercising one's profession.

Pay Scales and Remuneration

Apprenticeship allowances:

Since 1 January 1991, the minimum monthly allowance which the head of a business is obliged to pay to the apprentice has been fixed as follows:

1st six months of apprenticeship 2nd six months of apprenticeship	4450 FB
3rd six months of apprenticeship 4th six months of apprenticeship	6900 FB
5th six months of apprenticeship 6th six months of apprenticeship	8780 FB

Employees

The hourly pay scales are as follows (at 1.1.91):

	On recruitment	After six months
Age 16	135.60 FB	139.40 FB
Age 17	151.90 FB	156.15 FB
Age 18	168.15 FB	172.90 FB
Age 19	184.40 FB	189.60 FB
Age 20	200.70 FB	206.35 FB
Age 21	216.95 FB	223.05 FB
Hairpiece specialist/ hairdresser (age 22)	238.65 FB	245.35 FB
Senior employee	260.30 FB	267.70 FB
Manager	282.05 FB	290.00 FB

The self-employed
The hairdresser may set up his/her own business, be a wage-earner or be a manager. Businessmen set up complete chains of hairdressing salons, the management of which is entrusted to a hairdresser. Franchise salons such as "Jacques Dessange", "Jean-Louis David" and "Desforges" are also being developed.

It is difficult to specify exactly what a self-employed hairdresser earns. It depends entirely on how successful he is: location, skill and management are determining factors. By way of example, a hairdresser in a medium-sized salon in a town has said that he can "make" a basic salary of 35,000 FB net per month, but some achieve twice that figure.

Continuing and further training

A distinction must be made here between the Flemish and French communities, but it is, in any case, only the continuing training institutes of the Small Firms and Traders sector in the two communities which provide hairdresser apprenticeship training and further training for professionals.
The private sector organises specific retraining courses for hairdressing professionals, these mainly being offered by makers of hair or beauty products such as L'Oréal, Schwarzkopf and Indola.
Finally, the Belgian Federation of Hairdressers (Fédération des Coiffeurs de Belgique) regularly organises specific retraining sessions for fashion parades and shows.

Estimate of student/trainee intake per annum

a. French community:

107 diplomas of qualification in beauty care and hairdressing were awarded in 1991 (source: Annuaire statistique 1991-92 (Statistical Yearbook 1991-92), Ministry of Education, Research and Training).
The 1992 annual report of the Institute of Continuing Training of Small Firms and Traders and SMEs gave the following figures:

for men's hairdressers	59 (men) and	70 (women)
for women's hairdressers	138 (men) and	638 (women)

b. Flemish Community:

General remark: in some types of training, beauty therapy and hairdressing are combined in Belgium. This implies that certain figures have been taken into consideration twice. The statistics are provided by the Flemish Institute for Independent Entrepreneurs (VIZO).

Apprenticeships	314	(male/female)
Training for entrepreneurs	110	(male/female)
Total for 1991	424	
Secondary education (1991)	1159	(included in this figure are vocational secondary education, technical and artistic secondary education, specializations, etc.)

Note: This is a complex question, because there are small differences between the French and Flemish communities with regard to the specific supply of training. It may, nevertheless, be noted that with regard to the occupation of hairdresser in the strict sense of the word, the supply of training is the same in the two communities.

Information sources

a) The above information is extracted from the SIEP guide "Le Beauté" with supplementary statistical information from the Institutes of Small Firms and Traders and the Ministries of both communities.

b) **Addresses**

Services d'Information sur les études et le Professions (SIEP)
Chaussee de Wavre 205
B-1040 Bruxelles

Fédération des Coiffeurs de Belgique
Director Mr Vandersaeghe
avenue des Gaulois 42
B-1040 Brussels
Tel. 32+2 7323788

Institut francophone de Formation permanente des Classes Moyennes,
Association sans but lucratif - Organisme agréé par la Communauté
française
avenue des Arts 39
B-1040 Bruxelles
Tel. 32+2 502 76 00
Fax. 32+2 502 66 97)

Flemish Institute for Independent Entrepreneurs (VIZO)
Bischoffsheimlaan 23 "Orion"
B-1000 Brussel
Tel. 32+2 218 60 93
Fax. 32+2 217 46 12

Centre de documentation/Communauté flamande/département Enseignement
Koningsstraat 71
B-1000 Brussel
Tel. 32+2219 18 00
Fax. 32+ 2219 77 73, M. Pattyn

Centrale voor Studie en Beroepsoriëntering van de psycho-Medische Sociale Centra (CSBO)
Lemonnierlaan 129, 5 de verdieping
B-1000 Brussel
Tel. 32+2513 57 08
Fax. 32+2512 47 25

- Ministère Communauté flamande/Département Enseignement/Service Statistique
Koningsstraat 138
B-1000 Brussel
Tel. 32+2 211 42 11
Fax. 32+ 2 211 46 70, M. Antoon Clarys

DENMARK

Definition of function

Hairdressers cut and style, curl and dye hair, and give facial treatment and manicures. They can also produce wigs and toupées.

By far the majority of hairdressers have their own salons. These are typically small businesses. There are only around 20 hairdressing salons which employ more than ten people. Some hairdressers are employed in hospitals, nursing homes and similar institutions, in the theatre and in the film and television industries.

One becomes a hairdresser through a dual training course, which has replaced the previous initial vocational training course (EFG) in this area.

Hairdressers can specialise as *ladies'* and *men's* hairdresser, but most hairdressers today carry out both ladies' and men's work.

Hairdressers advise their clients on the selection of hairstyle and how the hair is to be treated. They therefore have to keep up with changing fashions and at the same time be able to take account of the client's type and hair quality.

Hairdressers wash, cut, style and set or shape the hair in styling. The basis for a hairstyle is correct cutting. The work is performed partly with scissors, combs and brushes and partly with electric cutting machines, hair-drying equipment etc.

Using curling tongs, water-waving, chemical products (permanent-wave lotion) or dryers, it is possible to give the hair shape and make the hairstyle easy to set. By bleaching or dyeing the hair or only individual locks, the shape can be emphasised and an impression of vitality and movement can be given to the hair. Hair care can also include trimming eyebrows and dyeing eyebrows and eyelashes, and washing and cutting beards.

Hairdressers give facial and beauty treatment, apply make-up and give manicures. Manicures consist in treating nails and varnishing them with or without colour. It is possible to specialise in this area of work.

Wig work consists in attaching specially treated (real or artificial) hair to a base which fits the client's head, or wax dummies and dolls. Wigs are normally produced in specialist businesses. The hairdresser treats the hair in the usual way.

A *theatrical hairdresser* styles people's hair before they appear in the theatre, on film or in television programmes. He or she puts on beards and wigs and creates the often elaborate hairstyles used by actors and actresses.

Working environment. Hairdressers work with cosmetic products which need to be used with caution. The workplace must be provided with ventilation systems and where appropriate with local exhaust. The profession comes under the jurisdiction of the Services Sector Safety Council.

Hairdressers must like being involved with people. They must have good dexterity, good colour vision and a sense of shape and line and an ability to see what suits the client. They must also have strong legs and feet. The work is physically demanding.

Hypersensitive skin will be an obstacle to working in the profession. Hairdressers have their hands in water every day and use many different cosmetic products.

Training and qualification

Type/structure of training

After the introductory school or practical experience period, training continues with 20 weeks at school (second school period). The rest of the training consists of practical experience and four school periods, each of which lasts ten weeks.

Instruction at school is theoretical and practical. In the second school period instruction is given among other things in first aid, hygiene, business economics and book-keeping, English, shape and colour, style and health, anatomy/physiology, hair-washing and scalp massage, cutting techniques, hairstyling, wig work and permanent-wave techniques, and in skin and beauty care and the removal of hair. In the other school periods instruction is given in special cutting, special hairstyling, chemical treatments, technical drawing and theory, and work on previously studied subjects continues.

In the practical periods, routine experience and speed are acquired in the work studied at school, and what has been learnt is expanded.

Admission requirements

To start the training, it is only necessary to have completed compulsory education.

There is open entry to the first school period. An application form is obtainable from technical schools and at employment exchanges (AF). Schoolchildren in the ninth and tenth classes receive the form from their schools and have to hand it in by 15 March.

To start with practical experience, one must have a training contract. One has to find one's own practical experience placement, possibly by advertising in the hairdressers' trade journal. The advisers at the technical schools can also help to find practical experience placements.

There is *restricted entry* to the second school period. The schools take all trainees who have a training contract. In addition, a small number from among the applicants whom the schools consider to be most suitable are admitted.

For trainees who elect to begin with practical experience, a training contract can be established with effect from 1 January or 1 July. For trainees who choose the school path, a training contract can be established with effect from the first of every month.

Duration of training

The training to become a hairdresser is a vocational training course lasting four years.
It consists of practical experience in a firm and a school period spent at a technical school. There is *restricted entry* to the training (see above).
One normally starts with the first school period (20 weeks). But it is also possible to start with practical experience if one has a training contract (see above).
If one has reached the age of 18, it is possible to start straightaway with the second school period (20 weeks); training will still last four years.

Training providers

School training is offered by the technical schools (hairdressing schools) in Esbjerg, Herning, Holbæk, Kolding, Copenhagen, Nakskov, Næstved, Odense, Randers, Sønderborg, Ålborg and Århus, and on Bornholm. The first school period can, however, be undertaken at all technical schools.

Status of those undergoing training

Students

Examination(s) at end of training

Tests are taken in first aid, business economics and book-keeping, the theory of facial treatment, colour theory, materials science and permanent-wave theory. The last school period ends with an apprenticeship test.

Name of body which awards diploma/certificates etc.

The Joint Committee of the Hairdressing Profession issues a training certificate when the training has been completed.

Job and career prospects

Income and employment conditions
Under an agreement between the Danish Association of Master Hairdressers and the Danish Union of Hairdressers and Beauticians, the minimum wage (March

1991) is Dkr 2,615 per week. In addition, 15% of the sum one earns is received in commission. A weekly wage of Dkr 2,775 is guaranteed (March 1991). The average earnings of hairdressers in 1990 were approximately Dkr 14,000 per month.

It is possible to be promoted to *deputy master hairdresser* in a hairdressing salon. In public-sector employment, pay is determined under wage framework 10, Civil Servant pay.

Self-employment. It is relatively easy to set up as a self-employed hairdresser, but great aptitude is required to run a salon. Many new salons struggle to survive. It costs Dkr 200-500,000 to establish a new medium-sized salon, depending on equipment and location. The trade organisations have agreed a number of stipulations on tenancy, partnership etc.

Employment. The average unemployment rate in 1990 was approximately 12% (nearly all part-time unemployed).

Continuing and further training

The Continuing Training Committee of the hairdressing trade holds courses under the Labour Market Training Act, including a four-week cosmetics course and a five-week re-training course for unemployed hairdressers.
There is an agreed right to one week of further training per year, but it is also necessary to anticipate spending some of one's spare time on keeping up with new developments in the profession, e.g. by taking part in clubs, competitions and demonstrations, or attending courses offered by firms and private schools.

One can also do additional training to become a teacher in technical schools.

Information sources

a) This information is taken from the Card Index of Occupations (Erhvervskartokeket), which gives information on work and training. It is published by the Council for Training and Vocational Guidance

b) **Addresses**

Joint Committee of the Hairdressing Profession (Frisørfagets Fællesudvalg)
Dragebakken 544
DK-5250 Odense SV
Tel. 66 17 40 82.

Danish Union of Hairdressers and Beauticians (Dansk Frisør- og Kosmetikerforbund (Dansk Frisør- og Kosmetikerforbund), Continuing Training Committee of the Hairdressing Profession (Frisørfagets Efteruddannelsesudvalg)
Lersø Parkallé 21
DK-2100 Copenhagen
Tel. 31 83 18 80.

Danish Association of Master Hairdressers (Danmarks Frisørmesterforening)
Smallegade 10 - 1.tv.
DK-2000 Frederiksberg
Tel. 38 33 22 90

FRANCE

Definition of function

The Ladies' and men's hairdresser looks after the hygiene and care of the hair. The following operations belong to the job: cutting, shampooing, trimming, beards, facial care, skin treatment, dyeing, perming, setting and styling.

The job requires good physical strength as the work involves continuous standing, and it excludes those prone to allergies from hair lotions and other products. The occupation demands a person of polite, discreet and attentive disposition.

Various forms of training exist for the different levels of qualification specialization recognised in this branch: shampooing, hairdressing assistant, ladies' hairdresser, men's hairdresser, unisex hairdresser, dyeing/perming, etc.

In order to work as a hairdresser it is necessary to have the qualification CAP (Certificat d'Aptitude Professionnelle = Certificate of Vocational Aptitude). To open one's own salon one must have a BP (Brevet professionnel = Advanced Vocational Certificate). It is also possible to acquire a hairdressing salon without being a hairdresser on condition one holds a BP certificate in management techniques.

Nowadays, it is not unusual for a proprietor to own a number of salons in the same town; the appearance of franchised salons and branches stimulates competition.

Training and qualification

Type/structure of training

The initial training required to enter the occupation is the Certificate of Vocational Aptitude - CAP for hairdressers. The law of 19 July 1991 instituted this course which has one common curriculum, without options. The CAP can be attained either by following the school-based route or an apprenticeship. A hairdresser who wishes to run her/his own salon must have a Brevet professionnel (Advanced Vocational Certificate) which is divided in three options: ladies', men's and unisex hairdressing. This training takes place either within the public education system as coordinated by DAFCO (Délégation académique à la Formation continue = Academic Delegation for Continuing Training) or in private schools which offer a number of alternatives (evening courses, correspondence courses, day-release, block courses, etc.).

Admission requirements

Those taking the school-based route, in the vocational lycée or a private school, must be 14 years old by 1 July of the year of enrolment. They must have at least completed the 7th year of their education. Definitive admission depends on examination of school records and sometimes an additional selection examination has to be passed.

For apprenticeship the age of entry is 16-25 years, or 15 years at the end of the 3rd year of secondary school. Candidates must have passed a medical fitness test and have found a hairdresser who is willing to act as supervisor or master and enter into an apprenticeship contract with the apprentice (this contract is drawn up in liaison with the Chambre de Métiers). Apprentices must also register at a Centre de Formation d'Apprentis, CFA (Apprentice Training Centre), which assures delivery of general and technological education. The candidate can find his/her own sponsor (maître d'apprentissage) or seek the help of the Fédération nationale de la Coiffure, the national hairdressing federation, or the nearest Chambre de Métiers.

In order to be admitted to the examination for the Advanced Vocational Certificate (BP) candidates need either:

- to have attended 480 hours of theoretical and practical training within the framework of "social advancement" (promotion sociale) over a period of nine months.
- a CAP certificate plus two years professional experience
- or, for candidates without a CAP, five years professional experience which could include the years spent in apprenticeship where applicable.

Duration of Training

School-based vocational education takes two to three years. An apprenticeship is spread over two or three years depending on the level of education attained. In general, apprentices spend 400 hours per annum in an Apprentice Training Centre (CFA), 2/3 of the time is devoted to theoretical instruction and 1/3 to practical/workshop training. For each week spent in the CFA, three weeks are spent in a salon.

Training level

EC level II and III

Examination(s) at the end of training

Certificate of Vocational Aptitude - CAP
Advanced Vocational Certificate - BP
Brevet de Maîtrise - BM

Name of body which awards diploma/certificates etc.

Certificates are awarded by the Ministry of Education.

Training providers

Training is provided for those taking the school-based route at the vocational lycées and at private schools. For apprentices theoretical training is provided by the Apprentice Training Centres (CFAs) while practical training is received on-the-job under the supervision of the employer or allocated supervisor.

Status of those undergoing training

Trainees in the school-based system are registered as still attending school. Apprentices have a contract with their employers which is drawn up in liaison with the Chambre de Métiers, in the salon they are considered employees.

Job and career prospects

Employees are paid according to SMIC (national minimum wage) scales but employees can also earn a percentage of the money which they bring in, salaried stylists of very high quality working in large salons being the exception.

Hairdressing today employs around 150,000 persons in 50,000 salons. This sector is largely handicraft and the smaller businesses are threatened with closure. With a view to the European market, the salons are expanding and offering complementary services (beauty care, perfumes, cosmetics).

The occupation is experiencing a high unemployment rate (32 %). This situation was created by a supply of unsuitable qualifications and the preference of professionals for apprentices to the detriment of school diplomas.

Continuing and Further Training

The private schools generally provide continuing training opportunities for hairdressers. Having gained a minimum of 10 months professional experience, CAP holders can specialize in colouring or perming, such specialist courses which lead to the qualification MC (Mentions complémentaire) are usually offered within the sector as private courses within the framework of social advancement. This qualification does not imply career promotion, it is simply a complementary qualification welcomed by employers.

The Brevet de maîtrise de coiffure, a master certificate which qualifies hairdressers to open their own salons and to train apprentices, is delivered by the Chambres de Métiers. The courses take two years. A one year course exists for hairdressers who wish to specialize in wigmaking or hairdressing in the theatre. Such courses are available at the Theatre du Capitole or the Lycée professionnel - Albert Pourriere (see below).

Information sources:

a) ACTUEL CIDJ (Centre d'Information et de Documentation Jeunesse) was used to provide the information above (Fiche no. 2.791).

b) **Addresses**

Féderation Nationale de la Coiffure
17, rue Notre-Dame-des Victoires
F-75002 Paris
Tel. 331+42615324

Assemblée permanente des Chambres de Métiers (APCM)
12, avenue Marceau
F-75008 Paris
Tel. 331+44 43 10 00

Lycée Professionnel "Albert Pouriere"
(Lycée privé)
24, rue d'Herbouville
F-76000 Rouen
Tel. 33+35 71 22 43

Theatre du Capitole
Services techniques
BP 129
F-31104 Toulouse Cedex
Tel. 33+61 23 21 35

Distance learning courses* are provided by:

Ecole Universelle
Privéee
63, bd Exelmans
F-75016 Paris
Tel. 331+47730184

Cours Privé d'Enseignement de la Coiffure par Correspondance
6, rue Froment
F-75011 Paris
Tel. 331+43557864, poste 19

* Such courses are only recognised in preparation for the CAP if they are followed by a period of practical training in a hairdressing school.

GERMANY

Definition of function

The main task of the hairdresser is, through an individual hair-cut, individual shaping or colouring of hair of the head and beard, and decorative design of the face, to enhance positive personality features and counteract less attractive characteristics. In doing this, hair-style and make-up fashion trends should be taken as far as possible into consideration. The difficult, but also creative, task is to get a harmonious combination of type-oriented and fashion aspects when designing the hair-style or the make-up.

In order to get an optimal result, the hairdresser has to carry out other tasks such as thorough care of the face, the scalp and the hair. This not only includes cleaning of the hair, the scalp and the face, but also massage, packs and steam baths and radiation. Hand and nail care is also added to this cosmetic programme.

Furthermore, the hairdresser is still responsible today for taking measurements for wigs or toupees, fitting artificial hair and grooming hair-pieces.

The hairdresser mostly works entirely on his own. He is the person whom the customer trusts. He must be able to adapt to the personality he is serving with all its distinctive characteristics. Hair-styles are constantly changing, the development of new cosmetics, e.g. plant colorants, call for creativity and a high degree of willingness to acquire further training, but they also imply an interesting and artistic activity.

Training and qualification

Type/structure of training

Vocational training as a hairdresser is undertaken in the so-called dual system. The trainee attends the vocational school for 1 or 2 days in the week, on the other days he receives practical training in the training firm.

In some of the Federal States of Germany, full-time instruction is offered in the first year of training within the framework of a basic vocational school year or vocational preparation year. Here, the trainee spends most of his time in the vocational school which also provides practical training.

The training generally consists of:

a) In-firm training
Teaching of technical skills/knowledge and acquisition of work experience through instruction at the place of work in line with the training programme; the trainee has to keep a record as proof of the training.

b) Inter-company group training courses:
This is not done in a general or uniform manner.
Depending on the area covered by the Chamber, in-firm training is complemented by training to adapt the trainee to modern working techniques and fashion trends in hairdressing,
This additional training is given after the 2nd year of apprenticeship in special training centres (workshops in the trade promotion centres of the Chambers and the Guilds, technical schools run by trade associations or vocational school workshops).

c) Instruction in the vocational school
Attendance every week or as block instruction, generally in subject-oriented classes.

The curricula of the vocational schools differ depending on the Federal State concerned. The main subjects relate to technology and consist of Chemistry, Physics, Biology and Dermatology, Creative Drawing, trade-related Mathematics, and the general subjects German and Economics. Some Federal States also include practical instruction.

A complementary form of the training is the attendance of inter-company group training courses. These consist of an introductory course in the first year of training and, as a rule, four courses in the 2nd and 3rd years of training. The content of these courses are updated from time to time and their aim is to level out the differences in the training given by the individual firms and provide an in-depth perception of specific techniques such as special permanent wave and hair-cutting techniques, special requirements of cosmetic skin care, etc. Each course lasts for one week. Their costs are assumed by the associations in the crafts sector.

Admission requirements

No particular school education is required by law for admission to training in the recognized skilled occupations. Extended primary education or lower secondary education have proved to be a sound foundation for successful completion of training.

Most of the work is performed standing. It is therefore essential to have excellent health and sufficient stamina. Constant manipulation of cosmetics with active substances also implies a strain on the skin and the respiratory organs. Young persons whose skin tends to over-reactions are not suited for the occupation of hairdresser. In case of doubt, a skin specialists should be consulted before starting the apprenticeship.

Duration of training

The duration of training is three years. In certain cases this period can be shortened. This can be done when the previous school education of the trainee is correspondingly high or when the excellent performance of the trainee during the training period justifies this reduction.

Training level

EC Level II

Examination(s) at end of training

Two intermediate examinations have to be organized during the training period, the first one at the end of 12 months and the second one after 24 months. Both intermediate examinations cover the skills and knowledge acquired during training and the subjects taught in the vocational school in line with the framework curriculum. The purpose of the intermediate examinations is to ascertain the progress of training in order to make corrections in subsequent instruction if necessary.

The training ends with the journeyman's examination. It consists of a practical test (skills) and a theoretical test (knowledge). The practical examination consists of a complete men's and ladies' treatment including a permanent wave. In addition to this, there is a test of cosmetic facial treatment which is concluded with day make-up.

The theory examination is generally in the form of a written or oral test. The subjects for the examination are the technology, i.e. knowledge of the theoretical background of the hairdressing trade, mathematics, economics and social questions.

Name of body which awards diplomas/certificates etc.

The Chamber of Crafts or the Guilds designated by the Chamber.

Status of those undergoing training

Trainee.

Job and career prospects

In principle, prospects in the hairdressing trade are good because this occupation cannot be replaced by machines or by computers, so the employment market will not be influenced by these factors in the future. The skills taught in the hairdressing trade, especially the interpersonal skills, have a positive effect on occupational mobility. This occupation is linked to that of beautician and salesperson for perfume articles. The normal route for career advancement is the Master Craftsman's examination and self-employment in the hairdressing sector.

In the Federal Republic of Germany there are 50,000 hairdressing salons with 8,000 branches at present. Of these more than 80% are combined ladies' and men's hairdressing salons, 20% are purely for men or for ladies. About one-half of the hairdressing salons train apprentices. They employ 270,000 persons altogether. The hairdresser's occupation is one of the skilled occupations with the largest number of apprentices. At present some 45,000 apprentices are employed.

Continuing and further training

Every candidate who has passed the Journeyman's examination can undergo many different types of continuing training. Further training courses are offered by trade associations, the Chambers of Crafts, technical schools and the hairdressing and skin care industry. Information can be obtained from the technical journals, the Labour Offices and the Central Association of the German Hairdressing Crafts.

After two years as a journeyman, the person can sit for the examination of Hairdresser/Cosmetician held by the Chamber of Crafts. Another possibility is further training as a make-up artist. Information on this can be obtained from the German Stage Employees Cooperative and the German Stage Association.

The principal continuing training course in the hairdressing trade is the Master Craftsman's examination. This is the requirement for setting up one's own business and can only be taken after a minimum of three years as a journeyman. The technical schools of the trade associations, the Guilds and the Chambers of Crafts offer the training courses to prepare for the Master Craftsman's examination. In addition to this, private technical schools also prepare candidates for the Master Craftsman's examination. The Labour Offices give financial support for continuing training and further training measures under certain conditions set out in the Employment Promotion Law.

Estimate of student/trainee intake per annum

17.926 new training contracts were signed in 1993.

Information sources

a) The above information is extracted from "Blätter zur Berufskunde".

b) **Addresses**

Deutscher Zentralverband für das Friseurhandwerk
Weißenburgstraße 74
D-50670 Köln

Genossenschaft deutscher Bühnenangehörigen
Feldbrunnenstr. 74
D-20148 Hamburg

Deutscher Bühnenverein
Bundesverband
Quatermarkt 5
D-50667 Köln

Zentralverband des Deutschen Friseurhandwerks
Medostraße 6
D-50668 Köln

Deutscher Handwerkskammertag (DHKT)
Johanniterstr. 1
D-53113 Bonn
or the local "Handwerkskammer"

GREECE

Definition of function

The hairdressers should be competent in cutting, styling and dyeing hair. They should acquire information about the international hair-fashion and respective technology. During their training they acquire knowledge of biology, dermatology, general hygiene, nutrition, modern technology, foreign language and specialist subjects.

Training and qualification

Type/structure of training

TES courses: school-based training, entirely off-the-job, provided in the Private Technical Vocational Schools.

OAED courses: apprenticeship

Admission requirements

Lower secondary education (Gymnasium) leavers (age 15) for both types of schools. Especially for apprenticeship schools, the candidates should take 4 competence tests in order to be accepted.

Duration of training

TES courses:
Two years, 30 hours per week

OAED courses:
Three years, 1st year - 25-30 hours per week in school
2nd and 3rd year - 1 day per week in school and 4 days per week practice in an salon for which the trainees are paid. Trainees up to 17 years of age work for 1 hour per day less than older ones who are working full-time. During their practice they are payed as follows:
1st Semester - 50 % of the days' wages of the unskilled worker. The day's wages of the unskilled worker is approximately 4,411 GRD.
2nd Semester - 60 % of the same amount
3rd Semester - 80 % of the same amount
4th Semester - 100 % of the same amount

Training level

Level II

Examination(s) at end of training

TES courses: Oral and written examinations carried out by a 3 members committee appointed by the Ministry of Education

OAED courses: Examinations organized and carried out by the respective schools

Name of body which awards diploma/certificates etc.

TES courses: Ministry of National Education and Religious Affairs (YPEPTH)

OAED courses: Manpower Employment Organization (OAED)

Training providers

TES courses: Private Technical-Vocational schools subjected to regulations designated by the Ministry of Education

OAED courses: Apprenticeship schools of the Manpower Employment Organization (OAED) supervised by OAED, the Ministry of Labour and the Ministry of Education

Status of those undergoing training

TES courses: students
As the schools are private, the students pay 250,000 GRD tuition fees per year. They are not payed since they don't work.

OAED courses: trainees with apprenticeship contracts

Job and career prospects

They can be employed in relevant salons or go into business on their own. There is no national certification of their diplomas and thus their income can not be defined. Trainees who are employed in enterprises for their practical training earn approximately 860,000 GRD per annum.

Continuing and further training

None.

Estimate of student/trainee intake per annum

410 apprentices in 1993/94.

Schools are private and there is no central body collecting information or statistics, so it is not possible to estimate the number of students.

Information sources

a) The above information was provided by one of the existing schools and by the Directorate for Education of OAED.

b) **Addresses**

Directorate for Private Education, Ministry of Education
Mitropoleos, 15
GR-10185 Athens
Tel. 301+3237480
Fax. 301+3248264

OAED, Manpower Employment Organization
Ethnikis Antistasis 8
GR-16610 Glyfada
Tel. 301+9942810
Fax 301+9924303

IRELAND

Definition of function

The qualified hairdresser is competent in cutting, colouring, permanent waving, styling, etc., combining theory and practice.

Training and qualification

Type/structure of training

There are three different methods of approaching a hairdressing career in Ireland. They are as follows:

1. Apprenticeship training in a salon;
2. School/Salon;
3. Private commercial schools.

Admission requirements

Candidates must be over 16 years of age; have an aptitude for and interest in hairdressing; pass an aptitude test followed by an interview.

Duration, examination and training providers

Salon:
Join a salon as an apprentice. At present such apprentices are not registered outside Dublin and Cork. After four years the apprentice is qualified as a hairdresser. This qualification is based on time served; there is no examination and, therefore, no recognised certification involved.

School/Salon:

(a) Vocational Education College. 2-year course. 1st year students spend 6 hours per week on practical hairdressing. Successful candidates receive a City & Guilds of London Institute certificate which is special to Ireland. The student still requires to spend 2 to 3 years in a salon for full recognition.

(b) FAS, the National Training and Employment Authority. Six months' full-time course of 903 hours including alternating training. On course completion the trainee undergoes a Terminal Test and if successful receives a FAS/City & Guilds certificate. The trainee may then apply to a salon for work as a third year apprentice.

Commercial Hairdressing School:
For a fee of approximately £ 2,500, the trainee receives 6 months training; a longer more detailed course lasts 18 months and costs about £ 4,000. On completion of each course the participant receives a diploma which is not, however, recognised either nationally or internationally.

Training level

EC level II-III

Job and career prospects

A detailed study has been commissioned by FAS to examine the feasibility of extending the apprenticeship scheme to include hairdressing. Among the study aims is the establishment of a profile for the profession. Career prospects including career structure and prospects should emerge on completion of this work.

Continuing and further training

Additional professional courses are available to those who wish to develop their careers further e.g. to open and manage their own salons, etc.

Estimate of student/trainee intake per annum

While awaiting the outcome of the detailed study mentioned above, it is estimated by those in the profession that the annual intake is about 500 persons, with a total number of 10,000 in 3,000 salons nationwide. These figures should be treated with caution pending a more accurate survey of the industry.

Information sources

a) Mr. Noel Dempsey, Certification & Standards Department, FAS, P.O. Box 456, Baggot Court, IRL-Dublin 4

'The Training & Education of Hairdressers in Ireland compared with other EC Countries'. Project for Certificate in Training and Education - University College Galway, by Tony Thullier. Mr. Thullier is an Instructor in Limerick Training Centre, Raheen, Limerick.

ITALY

Definition of function

Hairdressers are professional practitioners who work with all the techniques of modern trichology applying them to the overall care of the hair. They also deal with beauty care (manicures, pedicures) for clients. They must therefore know about all professional techniques and possess theoretical knowledge of a range of disciplines connected with the profession (for instance dermatology, etc.).

Training and qualification

Type/structure of training

Training takes place at vocational training centres. These centres are directly run by the Regions or by the National Vocational Training Agencies set up for this purpose. Other refresher or training courses are offered by private bodies.

Admission requirements

People aged between 14 and 29, possessing a top-grade lower secondary school certificate are eligible for training courses. Registration at placement offices is also necessary for courses for unemployed adults.

Duration of training

Training lasts for two years (total of 2000 hours). Within these hours, 100 hours are set aside each year for work experience periods in enterprises in the sector.

The training curriculum includes the following disciplines:

- Professional techniques (72% of time per year), dermatology (8%), English or French (8%), socio-economic information and business accounting (12%).

In Italy there are also open annual courses administered by private bodies which issue attendance certificates.

Training level

EC Level II

Examination(s) at end of training
Name of body which awards diploma/certificates etc.

The qualification certificate is issued by the vocational training body responsible for this sector and validated by the Region. At the end of the two-year course, trainees must sit the vocational qualification examinations.

Status of those undergoing training

The status of people attending training courses for hairdressers is varied; they are generally students who do not intend to continue their studies in the education system or young unemployed people with particular creative abilities.

Job and career prospects

The career prospects of people qualifying in public bodies are quite good and some 60% of those qualifying find jobs in enterprises in the sector (hairdressing salons, beauty salons, etc.) within a year of obtaining the vocational qualification. However, there are no detailed studies of occupational outlets in this sector in Italy.

Continuing and further training

In the area of continuing training, there are good opportunities for qualified people to attend subsequent refresher training courses in enterprises in the sector.

Information sources

Further information may be requested from:

ENFAP Lazio (Ente nazionale per la formazione e l'addrestamento professionale)
Largo Aschiangi 5
I-00153 Roma
Tel. 58554220

ENFAP Lazio (Ente nazionale per la formazione e l'addrestamento professionale)
Via G. Induno 5
I-00153 Roma
Tel. 585541

Centro Formazione Professionale della Regione Lazio
Civitavecchia (RM)
Tel. 0766/21217

IAL (Istituto Addestramento Lavoratori) (Nazionale)
Rome
Tel. 861913

NETHERLANDS

Definition of function

A ladies' and men's hairdresser cares for and cuts the hair of men and women. The hair is combed, the scalp massaged and the hair rinsed. The hair is then cut, The hair is sometimes dyed or permed. Moustaches and beards are sometimes also cut and shaved in style. The work is carried out in close consultation with the client. A ladies and men's hairdresser gives advice on proper care of the hair and the best products to use for the purpose, sells all kinds of hair-care products in the salon such as shampoo and gels, ensures a good atmosphere in the salon, keeps the working area clean and tidy, cleans the combs, shavers and other aids after use and keeps up administration of the client. Reception activities also form part of the function. The work is carried out independently and under one's own responsibility. An owner of a hairdressing salon must be able to manage and organise well. Junior staff work under the direction of experienced staff.

In this work, use is made of scissors (feathering scissors and trimming scissors) and knives, combs, brushes, clippers, all kinds of curlers, hairdryers, dryer hoods and curling tongs. Hairdressers also work with shampoo, setting lotions, dyes and various gels. There are also books containing examples of possible hairstyles.

These are the attractive sides of an occupation in which one comes into contact with many people, in an atmosphere of trust which is based on proficiency and a sense of fashion. The profession of hairdresser is highly craftsman-like and creative. It requires self-motivation, dexterity and social skill.

A ladies' and men's hairdresser must be aware of the latest trends in the profession and be able to apply these, must be able to understand properly what the client wants, must be able to give good advice and to carry out the client's wishes and must be able to work carefully, particularly when cutting, shaving and applying permanent-wave lotion or dye. The work makes demands on motor functions, particularly in cutting.

The work is generally carried out in a hairdressing salon. Hairdressers also work in the hairdressing salons of homes for the elderly and nursing homes, hospitals, health farms and hotels. A full working week with fixed hours of work applies to this work. Saturdays are also worked. There is no travel for this work.

The work is usually performed standing or sitting, and there is no particular physical and mental strain.

Training and qualification

Type/structure of training

- MBO, the technical education stream of Senior secondary - services and health care sectors offers:
    - a selection of full-time, long courses in hair care:
        - Vocational training profile Proficient in Ladies and Men's Hairdressing
        - Vocational training profile Proficient in Men's Hairdressing
        - Vocational training profile Proficient in Ladies' Hairdressing
        - Vocational training profile Business Owner Men's Hairdressing
        - Vocational training profile Business Owner Ladies' Hairdressing

  A combined course in hairdressing and beauty therapy is offered as a further option.

- Apprenticeship training courses

- Private training courses

Admission requirements

Statutory requirements for MBO:
a: continued special education (vbo) provided:
C syllabus in Dutch language and two other subjects, and
B syllabus in three other subjects.
b: the junior general secondary education (mavo) diploma
c: the diploma of a short training course
d: the diploma of an intermediate training course
e: proof that the first three years of a school for pre-university education (vwo) or of a school for senior general secondary education (havo) have been successfully completed, or
f: a diploma to be designated by the Minister other than the diplomas mentioned in a. to d.
The competent authority of the school decides on actual admission. The schools may impose more stringent requirements.

Requirements for Apprenticeship:
Continued special education (VBO) diploma
Equivalent training

Requirements for Private Schools:
Minimum age 16 years.
Have attended 4 years of secondary education.

Duration of training

MBO courses: 3 years

Apprenticeship courses:

Primary training	Ladies' hairdresser (2 years)
Primary training	Men's hairdresser (2 years)
Primary training	Combined training ladies'/men's hairdresser (3 years)

Private schools:
One or two years
One or two years (day training)
Part-time
Part-time (e.g. 60 weeks; 3 hours per week).

Training level

EC level II - III

Examination(s) at end of training

MBO

As of 1 August 1993, senior secondary vocational training (mbo) has the following pattern:

- The final terms - divided into certificate units - have been laid down by the Minister of Education and Science.
- There are two types of examinations: school examinations and central examinations.
  Central examinations only apply to examination components which are relevant on the basis of statutory regulations other than those of the Ministry of Education and Science.
- The Minister annually appoints a national examinations board which draws up the central examinations syllabus.
- The competent authority of a senior secondary vocational training (MBO) school submits for the inspection of the education given:
  a. examination regulations, which include the central examinations syllabus and the school examinations syllabus and the general rules and procedures involved in examination.
  b. annually by 1 October a syllabus for testing and conclusion.
- Both the central examination and the school examination are held under the responsibility of the competent authority of the school

- The work experience in the period of practical instruction can constitute a separate examination element or part of it.
- Registered trainees and external candidates can take the MBO examination.
- The basic requirement to be met in determining the outcome is that all the elements necessary for the diploma must be adequate (grade 6 or higher). All the required certificates lead to the award of a diploma against submission of the certificates.
- The models for the grades lists associated with the diplomas are established by the Minister.

Apprenticeship

Written and practical examination are taken at the end of the training.

At the end of the practical training, the national body gives apprentices the opportunity to take an examination. Apprentices who have followed general and vocationally oriented education are admitted to this in all cases. The examination consists of a practical part and a part in which understanding and skills on the basis of the syllabus which contains the education directed towards the profession are tested. Examination sometimes takes place at specialised examination centres. The examination syllabus is laid down by the national body. The examination is held by a board on the proposal of the national body appointed by the Minister. Those who have passed the examination receive the apprenticeship diploma, the model of which is laid down by the Minister. If only the practical part of the examination is adequate, the apprentice may receive a practical certificate. Those who have passed a part of the examination associated with a certificate unit receive a certificate.

Private Schools

Each training course leads, however, to the national examination, held by the Examinations and Tests in the Hairdressing Trade Foundation (SEP).
If it is a Recognised Educational Institution, a criterion adopted for this recognition - after testing of the education or training for suitability requirements - is ministerial approval of the examination regulations.

Name of body which awards diploma/certificates etc.

MBO and apprenticeship courses: Ministry of Education and Science

Private schools: Examinations and Tests in the Hairdressing Trade Foundation (Stichting Examens en Proeven in het Kappersbedrijf - SEP).

Training providers

MBO: Institutes of Senior Secondary Vocational Training

Private training institutes: These can be recognised by the Ministry of Education and Science via the Recognised Educational Institutions Act. The most important aim is the protection of the interests of the consumer and monitoring of the quality of education the costs of which are not or are not completely borne by the government.
If courses satisfy the statutory requirements, the institutions which provide these courses may use the designation 'Recognised by the Ministry of Education and Science'.

Status of those undergoing training

Students, apprentices

Job and career developments

The hairdressing trade is principally carried on in small businesses, in which the employer is closely involved and in which cooperation is vital. There are ladies' and men's salons, but there are also a large number of combined salons. The staff in ladies' salons are for the most part women. In men's salons they used to be almost exclusively men, but there are now very many women in men's salons and combined salons. The hairdressing business has expanded in recent years, and it is anticipated that some slight further growth is possible.

Within the tertiary sector, the retail trade, catering and typically care-providing services such as hairdressing businesses in particular are heavily dependent on consumer spending (i.e. spending by the public). During a large part of the eighties there was little growth, but at the end of the decade the Dutch regained their confidence in the economy and started to spend more money again. In the last two years the momentum has been lost again, although there can still be said to be some growth.

The unemployment rate for senior secondary vocational training (MBO) in Catering and Hairdressing is very low: less than 3%.
The MBO diploma is highly rated.

Continuing and further training

Holders of the following diplomas can continue their training in the apprenticeship system (level III): it is mostly intended for those who wish to set up their own business.

Diploma primary training Ladies' hairdresser
Diploma primary training Men's hairdresser
Diploma primary training combined Ladies'/Men's hairdresser
Diploma Assistant Ladies' or Men's hairdresser (MBO-DG-UV)

There are written and practical examinations at the end of the training.

At the end of the practical training, the national body gives apprentices the opportunity to take an examination. Apprentices who have followed general and vocationally oriented education are admitted to this in all cases. The examination consists of a practical part and a part in which understanding and skills on the basis of the syllabus which contains the education directed towards the profession are tested. Examination sometimes takes place at specialised examination centres. The examination syllabus is laid down by the national body. Establishment by the Minister is limited to the final terms of the training courses and the associated division into certificate units which are set up by the national body.
The examination is held by a board on the proposal of the national body appointed by the Minister.
Those who have passed the examination receive the apprenticeship diploma, the model of which is laid down by the Minister. If only the practical part of the examination is adequate, the apprentice may receive a practical certificate.
Those who have passed a part of the examination associated with a certificate unit receive a certificate.

Anyone who chooses training through apprenticeship can continue learning up to the level of full practical proficiency. Linked with business training, it is possible in this way to prepare for self-employment. Obviously it is also possible to become branch manager via this route.

Estimate of student/trainee intake per annum

In 1990/91, the personal services sector had 57,515 women and 6,583 men enrolled in MBO courses, 23,775 women and 1,342 men in apprenticeship, and 20,410 women and 1,680 men in other types of training.

Information sources

Stichting Vakopleiding in het Kappersbedrijf (SVK)
P.O. Box 1444
NL-3600 BK Maarssen
tel. 3134+65 92 211
fax. 3134+65 70 532

Kappersbond FNV
Nachtegaalstraat 37
NL-3581 AC Utrecht
tel. 3130+31 71 36

Koninklijke Algemene nederlandse Kappersorganisatie (ANKO)
P.O. Box 212
NL-1270 AE Huizen
tel. 3121+51 64 858
fax. 3121+52 63 786

Stichting Landelijk Dienstverlenend Centrum voor Studie - en
Beroepskeuzevoorlichting (LDC)
Lange Marktstraat 14
NL-8911 AD Leeuwarden
tel. 3158+334733
fax. 3158+133935

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PORTUGAL

Definition of function

Operatives in this group wash, cut, set and perm hair, provide cosmetic treatment and other related personal services.

Barber Cuts and may wash customers' hair and shave or trim beards and moustaches.

Barbers are classified as:
Senior barbers
Junior barbers

Men's hairdresser	Cuts hair using a razor, dresses hair using brushes, perms and dyes.
Ladies' hairdresser	Washes, cuts, waves and dresses the hair or provides other personal services related to hairdressing.

Hairdressers are classified as:

Senior hairdresser	Styling and wig fitting
Hairdresser	Marcel waving and hairdressing for special occasions.
Trainee hairdresser	Cuts, sets and perms hair
Junior hairdresser	Washes hair, rolls up hair for perms, dyes and removes dye.
Wig maker	Makes up and dresses different types of perukes and wigs using hair and synthetic fibres.
Junior wig maker	Prepares hair for attaching to a base and makes fringes, toupees and monturas.

Training and qualification

Type/structure of training

The Ministry of Employment and Social Security (MESS) provides training through the IEFP (Institute of Employment and Vocational Training) at the Participated Management and Direct Management Centres located throughout the country.

When apprenticeship for young persons is provided, theory is taught at Employment Centres and Participated Management and Direct Management Centres, with practical training in enterprises engaged in the respective occupations.

The Ministry of Education (ME), through the Department of Secondary Education (DES), is responsible for teaching guidance and coordination in the secondary education sub-system, especially in respect of technology, art and vocational education. Training Colleges, which have been set up as a result of agreements between local authorities, enterprises, enterprise associations, cooperatives, public authority and other organisations, are of particular interest.

The social partners play an important role in the education/training systems as they are represented on the IEFP Executive Committee and its Advisory Councils.

As far as the curriculum and implementation of the training programmes are concerned the IEFP Vocational Training Department, Direcção de Serviços de Desenvolvimento Curricular (Curriculum Planning Board) plans and publicizes the teaching modules, methodology, programmes and other vocational training structures which are designed to make full use of human resources as the production system, technology and jobs evolve.

The apprenticeship system is supervised by a committee, the Comissão Nacional de Aprendizagem (CNA) (National Apprenticeship Committee), made up of representatives of the Employers' and Trade Unions' Associations and various Ministries.

Admission requirements

Candidates must have completed the 9th year of their education.

Duration of training

The length of courses depends on the promoter.

Courses promoted by the IEFP vary in length according to the occupational category and type of training.

Initial training:	Junior hairdresser:	1 year (1500 hours)
	Hairdresser:	3 years (4650 hours)
On-the-job training:	Junior hairdresser:	1400 hours
	Hairdresser(trainee):	512 hours

Some private hairdressing salons open to the public operate as training centres/schools. Examples are:

The Lisbon Sta. Casa da Misericordio Aldeia de Sta. Isabel Training Centre
- 18 months

Hairdresser and Beauty Training Centre
- 3 years (day and evening courses)

Training level

EC level I-II

Examination(s) at end of training

Training college certificate.

Name of body which awards diploma/certificates etc.

- Sindicato dos Profissionais do Penteado, Arte e Beleza (Hairdressers and Beauticians Association) (SINDPAB)
- Associação Portuguesa de Barbearia, Cabeleireiros e Instituto de Beleza (Portuguese Association of Barbers, Hairdressers and Beauty Institute)

A Standing Committee monitors the education system/employment market; a ME representative is responsible for the former and a MESS representative for the latter.

A Standing Qualification Committee was set up in accordance with Article 14 of Decree-Law no. 95/92 in order to coordinate the Occupational Certification system. The Committee is made up of public authority, employees and trade union representatives. It has specialised technical sub-committees for the activity sectors or occupational areas.

The ME and MESS are responsible for issuing the academic and occupational certificates to young persons awarded intermediate grade qualifications on leaving these systems.

Training providers

The following are responsible for vocational training in this area in Portugal:

- Ministry of Employment and Social Security (MESS)/Institute of Employment and Vocational Training (IEFP)
- Minitry of Education (ME)/Department of Secondary Education (DES)
- Public and private institutions
- The Social Partners

Status of those undergoing training

Students, employees

Job and career prospects

The approved wages for the barbers', hairdressers' and related occupations sector were published in the BTE series, no. 15, 22.4.92.

Approved wages as of 1 March 1992:

Senior hairdresser	57.000.00 escudos
Men's hairdresser Wig maker Hairdresser	54.000.00 escudos
Barber	51.000.00 escudos
Trainee hairdresser	51.500.00 escudos
Junior barber	50.500.00 escudos
Junior hairdresser Junior wig maker	49.500.00 escudos

Continuing and further training

There are occupational associations which provide continuing training, although not on a permanent and systematic basis:

- Sindicato dos Profissionais do Penteado, Arte e Beleza (Hairdressers and Beauticians Association) (SINDPAB)
- Associação Portuguesa de Barbearia, Cabeleireiros e Instituto de Belezá (Portuguese Association of Barbers, Hairdressers and Beauty Institute)

Estimate of student/trainee intake per annum

In 1993 the statistics were:

Junior hairdressers:	157
Hairdressers:	86
Trainee hairdressers:	103
Hairdresser/Dyers:	20
Hairdressing/Beauticians:	14

Information sources

a) This information was taken from official documents and supplementary information from the IEFP and the social partners.

b) **Addresses**

Centro de Formação Profissional de Agueda
Alagoa - Apartado 230
P - 3753 Agueda Codex
Tel: 34 644957 Fax: 34 645060

Centro de Formação Profissional de Castelo Branco
Zona industrial - Montalvão - Apartado 237
P - 6001 Castelo Branco Codex
Tel: 72 328325 Fax: 72 328325

Centro de Formação Profissional de Coimbra
Bairro da Pedrulha - Estação Velha
P - 3000 Coimbra
Tel: 39 20015/6 Fax: 39 28936

Centro Regional de Formação Profissional de Deficientes
Rua Dom João 57
P - Funchal - Madeira
Tel: 91 743177 Fax: 91 742364

Instituto do Emprego e Formação Profissional
Av. José Malhoa 11
P - 1000 Lisboa
Tel: 1 72725361 Fax: 1 7265755

Sindicato dos Profissionais do Penteado, Arte e Beleza (Hairdressers and Beauticians Association) (SINDPAB)
Rua Bernardim Ribeiro 34-1°
P-1100 Lisboa

Associação Portuguesa de Barbearia, Cabeleireiros e Instituto de Beleza (Portuguese Association of Barbers, Hairdressers and Beauty Institute)
Rua Dos Fanqueiros 135-2°
P-1100 Lisboa

SPAIN

Definition of the function

- Draw up the personal data sheet of each client entering the required personal and professional data.
- Manage his/her "firm" and coordinate the work of the staff members under his/her responsibility.
- Collaborate in the maintenance, good order, hygiene and disinfection of the machines, equipment and apparatus in the work unit.
- Examine the state of the hair and the scalp selecting the cosmetic products required for each technical operation.
- Analyze the morphology of the face giving advice on the hairstyle best suited to it.
- Carry out the technical tasks required to tend and transform the hair.
- Clean, dry, comb, and cut hair; undertake temporary or permanent changes of the style; dye and bleach hair.
- Shave and trim the beard.
- Make classical and modern hairstyles.
- Take care of hair and scalp when changing them using the proper cosmetics and the adequate apparatus.
- Advise clients on the best cosmetics for the correct care and maintenance of hair.
- Carry out tests, applications and demonstrations as a "technician" for laboratories and/or commercial firms in the sector.
- Look after and tend nails.

- Physical requirements:
  Correct use of the arms.
  Visual dexterity and colour vision.
  Physical stamina.
  Tactile sensitivity and absence of sweating in the hands.
  Not suffer from back or circulation problems.

- Aptitudes
  Aesthetic sense
  Verbal communication

- Inclinations
  Team work
  Attention to clients
  Repetitive work
  Liking for tidiness
  Beauty and grace.

Training and qualification

Type/Structure of training

A) Educational system:

The General Education Law structured vocational education in three levels, although the third level of vocational training was not developed.

First-level Vocational Training (F.P.I.) can be accessed by all pupils who have completed Basic General Education (EGB); the study programme has a duration of two years and is generally attended by students aged 14 and 15.

Second-level Vocational Training (F.P.II.) can be accessed with the title of Bachelor (Bachiller) of First-level Vocational Training or other equivalent titles. There are two forms of Second-level Vocational Training: the General Education Regime lasting for two years and the Specialized Education Regime which requires a period of practical training.

The Preamble of the Organic Law 1/1990 of 3 October for the General Regulation of the Educational System lays down that the conception and planning of the training cycles will include a period of practical training in the production centres which means that the participation of the social partners is ensured.
In LOGSE Vocational Training is structured as follows:

- Basic Vocational Training which is defined as the aggregate of knowledge, know-how, abilities and basic skills for the exercise of a broad range of occupations.
- Specific Vocational Training: its objective is to provide skills, knowledge and abilities for the exercise of an occupation, taking into account the fact that an occupation covers several jobs of a similar nature. This training consists of a series of training cycles with a modular organization, of varying duration, covering areas of theoretical-practical knowledge for different professional fields.

  It is divided into Intermediate-level Vocational Training and Advanced-level Vocational Training:

- Intermediate-level Vocational Training: access is possible after completing compulsory secondary education or undergoing an admission test.

- Advanced-level Vocational Training: access is possible after acquiring the Baccalaureate (Bachillerato) or undergoing an admission test for which the student must be at least twenty years of age.

B) Occupational Vocational Training regulated by the Vocational Training and Occupational Insertion Plan (FIP); (Official State Gazette - BOE 4 May 1993) Art. 4.

The vocational training courses can be attended personally by the trainee or can take the form of distance learning; the practical training in the corresponding programme must be obtained in appropriate classrooms, workshops or in companies which have signed the necessary collaboration agreements, either directly or through the corresponding employers' association. The practical training in a company does not require the previous establishment of an employer-employee relationship, and the agreement has to set out the content of the practical training, the duration, place and schedule of training and the tutorial systems which will enable follow-up and evaluation.

The Royal Decree-Law 18/1993 of 3 December on Urgent Measures for the Promotion of Employment (Official State Gazette - BOE 292 of Tuesday, 7 December 1991) establishes the APPRENTICESHIP CONTRACT in Chapter II, Article 3, Part 2, which has the aim of providing the practical and theoretical training necessary for the exercise of a qualified job or place of work. This contract may be signed by workers between the ages of 16 and 25, with the exception of disabled workers for whom there is no age limit. The periods dedicated to theoretical training alternate with those of actual work or follow the terms set out in the collective agreement or, in its absence, in the work contract; however, the overall time devoted to this training may not be less than 15% of the full working day established in the collective agreement.

If the apprentice has not completed compulsory education, the theoretical training has the direct objective of completing this education.

Admission requirements

A) Education system regulated by the Ministry of Education and Science or by those Autonomous Communities (Regional Governments) to which education has been transferred:

- Direct access through academic certificates for those candidates who were successful in their studies in the first cycle of secondary education. Second course of the Unified Polyvalent Baccalaureate (BUP). First-level Vocational Training in any sector.

- Access through admission tests. The candidates who do not have the requirements mentioned above can get access to this module by passing a test of a general nature which assesses linguistic and calculatory abilities and also their knowledge of mathematics.

B) Occupational Vocational Training Courses regulated by the Vocational Training and Occupational Insertion Plan and given by INEM or by the Autonomous Communities (Regional Governments).

The courses included within the Vocational Training and Occupational Insertion Plan consist of a group of training schemes addressed to unemployed persons, and they have the aim of providing the qualifications demanded by the production system so that these persons may be integrated into working life as they have no specific vocational training and their qualification is insufficient or inadequate.

The courses managed and organized by the National Institute for Employment (INEM) have the aim of satisfying the training needs of workers and giving them the vocational skills required to enter the world of work. At present, INEM manages or holds the following courses for the occupation of hairdresser as part of the vocational training for beauty care: Hairdresser and Beautician; Hairdresser (male/female); Ladies' hairdresser (male/female); Men's hairdresser (male/female); Manicurist (excluding feet); Hair cosmetologist; Curling and dyeing technician; Hair stylist for women. There are two requirements for access to these courses:

- Academic level: the candidate must have the school-leaving certificate or an equivalent.
- Vocational or technical level: for the courses for hair cosmetologist, technician for curling and dyeing, and hair stylist for women, it is necessary to have skilled professional know-how or to have passed a training course for these occupations or have professional experience of at least 3 years.

Duration of training

A) Educational system: 1,350 hours broken down as follows:

- Training in educational centres:

. Basic principles of Anatomy, Physiology and Pathology of the scalp	80 h minimum
. Human relations	50 h minimum
. Apparatus and cosmetics	100 h minimum
. Hairdressing and related techniques	800 h minimum
. Design and drawing	100 h minimum
. Organization of economic management and production, and vocational guidance	70 h minimum
. Training in production centres	150 h minimum

B) Occupational Vocational Training courses given by INEM

- Cosmetology of the hair: 280 hours broken down as follows:

Practicals	145 h
Professional knowledge	110 h
Assessment	25 h

- Hairdressing and beauty care: 665 hours broken down as follows:

Practicals	410 h
Professional knowledge	185 h
Assessment	70 h

- Hair stylist for women: 600 hours broken down as follows:

Practicals	375 h
Professional knowledge	175 h
Assessment	50 h

- Hairdresser: 950 hours broken down as follows:

Practicals	606 h
Professional knowledge	262 h
Assessment	82 h

- Hairdresser for women: 750 hours broken down as follows:

Practicals	400 h
Professional knowledge	200 h
Assessment	50 h

Training level

EC level II

Examination(s) at the end of training

A) Educational system: Technical Assistant in Hairdressing
B) Courses of Occupational Vocational Training: Certificate of proficiency

Name of the body which awards diploma/certificates etc.

A) Educational system:
Ministry of Education and Science or the Autonomous Communities (Regional Governments) to whom this type of training has been transferred.

B) Occupational Vocational Training Courses: National Institute for Employment or the Autonomous Communities (Regional Governments) to whom occupational training has been transferred.

Training providers

A) Educational system

- Teaching centres run by the Ministry of Education and Science or the Autonomous Communities (Regional Governments).

- Private vocational training centres.

B) Occupational Vocational Training courses regulated by the FIP Plan

- Centres dependent on the National Institute for Employment or the Autonomous Communities (Regional Governments).

- Collaborating centres recognized by INEM and the Autonomous Communities (Regional Governments).

Status of those undergoing training

- Students from the educational system.
- Employees.
- Students in Occupational Vocational Training who are registered as jobseekers.

Job and career prospects

Source: Permanent Observatory for the Development of the Occupations. Occupational Observatory, January 1991, National Institute for Employment.

Pay scales:
(Collective Agreement for Men's Hairdressers)
(Official State Gazette - BOE 23-7-92)

Minimum salary (1992)

		Pesetas
Administrative staff		
Head of Administration		91,320 - 99,539
Skilled employee		81,350 - 88,672
Auxiliary administrative staff		69,258 - 75,491
Qualified professionals		
Senior employee		
Specialized worker		77,858 - 84,865
Skilled worker	73,145	79,728
Auxiliary worker	63,486	67,930
Below 18 years of age		37,876 - 40,149
Lower-level staff		
Helper	67,976	72,734
Cleaner	69,258	75,491
Miscellaneous staff		
Employee	73,145	79,728

Incentives Independent of the pay scales fixed in Article 34, employers may set up incentives consisting of the work done, the attention paid to this work, its quality, etc. but the amounts must be recorded as such under this heading.

Seniority - for this concept there are salary increments of 5% every five years up to 30% of the salaries listed in the tables of Article 34.
Extra bonus - two extra bonuses will be paid in the year consisting of two monthly salaries listed in Article 34, one in the first two weeks of July and the other in the month of December but before the 22nd.

Collective Agreement for Ladies' Hairdressers

Salary scale

Categories	1990 Calculation
Administrative staff	
Head of Administration	64,512
Administrative assistant	56,320
Cash register clerk	56,320
Telephone operator/Receptionist	56,320
Hairdresser's assistant	56,320
Skilled professionals	
Senior-employee/Supervisor	59,392
Skilled worker	56,320
Assistant	52,019
Apprentice - 18 years	47,800
Apprentice - below 18 years	32,768
Lower-level staff	
Male/female cleaner	56,320

Estimate of student/trainee intake per annum

In the educational system: 51 in the 1991/1992 course in the official centres.

In courses administered by the National Institute for Employment 1990.
3895 women 198 men

Some courses in beauty care cover both hairdressing and beauty-therapy.
The combined figures were:
6821 women 294 men

Information sources

Asociación Nacional de Empresas de Peluquerias de Caballero
c/. Arriaza, 4
E-28008 Madrid
Tel. 341+5478028

Asociación Profesional de Peluqueros
c/Relatores 8
E-28012 Madrid
Tel. 341+3692018

Centro Artistico Recreativo de Peluqueria y Estetica
c/. Carreras, 12
E-28012 Madrid
Tel. 341+5224233

Asociación Profesional de Peluqueros
Paseo ~~de~~ Moret, 14
E-10003 Cáceres
Tel. 3427+211441

Asociación Profesional de Peluqueros
c/Enrique Dequidt, 3
E-15005 La Coruña
Tel. 348+257919

Asociación Profesional de Peluqueros
c/. San Lorenzo, 22
E-30001 Murcia
Tel. 3468+218959

Asociación Profesional de Peluquerios de navarra
Monasterio de Urdesx 1
E-31007 Pamplona

Asociación Profesional de Peluquerios de navarra
Monasterio de Urdesx 1
E-31007 Pamplona
Tel. 3448+257000

Asociación Profesional de Peluqueros
c/. Carlos V s/n
E-45001 Toledo
Tel. 3425+223100

UNITED KINGDOM

Definition of function

Hairdressers not only wash, cut and set hair, but must be familiar with the more specialised techniques of permanent waving, tinting, streaking and colouring. They work in individual salons; salons in department stores; hotels; airports; passenger liners and from home. There are also opportunities to work in television and films.

Personal qualities

Applicants should be friendly, polite and have a calm nature. The ability to communicate well is essential to success in the Haidressing industry since it relies on repeat business from satisfied clients.

As hairdressers spend a lot of time on their feet, they must have stamina. Good grooming is essential.

Training and Qualifications

Type/structure of training

There is a wide variety of training structures available to suit individual needs. These cover off-the-job; full-time courses; combined on/off-the-job training e.g., with day or block release arrangements. Government subsidies for training are made through Training Credits and Modern Apprenticeships.

Admission requirements

Although General Certificate in Secondary Education (GCSEs) are not mandatory for entry to the profession, a good general knowledge of English, Chemistry and Art is useful. Awareness of current fashion trends and evidence of an interest in creative expression are looked for by many employers.

Duration of training

Most training duration's are dependent on achievement of outcomes, reflecting the focus on designing training programmes to suit individual needs. An estimate for a new entrant to achieve Level 2 combining commercial salon experiences and off-the-job training would be 18-24 months with a further 18-22 months to achieve Level 3.

Training level

EC levels - I, II, III

New entrants to the industry usually enter hairdressing at Level 2 in Hairdressing, accredited by the National Council for Vocational Qualifications (NCVQ). Hairdressers can then go on to NVQ Level 3 in hairdressing and eventually NVQ Level 4, the Management side of the industry.

Examination(s) at end of training

Competence is assessed through various examinations and practical exercises throughout the training period. Courses are modular, units which can be certificated separately. When all units are completed successfully, a full award is made.

Name of body which awards diplomas/certificates etc.

NVQ certificates are jointly awarded by the Hairdressing Training Board and City and Guilds in England, Wales and Northern Ireland and SVQ certificates jointly by Hairdressing Training Board and the Scottish Vocational Council (SCOTVEC) in Scotland.

Training providers

Hairdressing salons
Further Education Colleges
Private Training Schools and Managing Agents

Status of those undergoing training

Students
Apprentices
Unemployed - Retraining
Salon Owners and Employees

Job and career prospects

There are many opportunities for work in local hairdressing salons where a basic qualification is usually essential. Management of staff likely within a few years, then the possibility of salon management (if a chain of salons) or becoming self-employed. Many hairdressers start their own business by visiting clients in their home, therefore reducing the overhead costs. Prospects for employment can be good but wages are often low.

Salary guidelines

Trainee	£36.50 per week £3.25 per unit passed towards National Vocational Qualification Level 2.
Trainee with NVQ Level 1	£40.56 per week plus £3.25 per unit passed towards Level 2.
Stylist with NVQ Level 2 or equivalent or, three years salon experience	£79.50 plus £3.90 per unit passed towards National Vocational Qualification Level 3.
Senior Stylist	£142 per week. All competence related payments are based on a six-monthly review of achievement. However, commission and tips have not been taken into account.

Continuing and further training

Hairdressers will be able to train to National Vocational Qualification Level 4 which qualifies them to manage a hairdressing salon. Management skills can be developed.

Estimate of student/trainee intake per annum

Statistics:		1993/1994	
Total number of awards issued:	Level 1	-	1000
	Level 2	-	52000
	Level 3	-	1300

From City and Guilds: tel.: ++44171- 2942440

Information sources

a) Source(s) of information used to provide the above.

Hairdressing Training Board
A-Z Careers and Jobs, Kogan Page 1993
Statistics from City and Guilds

b) Addresses

Hairdressing Training Board
3 Chequer Road
Doncaster
UK-South Yorkshire DN1 2AA
Tel. 441302+342837
Focus for all hairdressing Training and Education matters in the UK including information on Careers, Occupational Standards, Health and Safety and International Links.

Incorporated Guild of Hairdressers
c/o Dimensions
Syndicate House
27-29 Westgate
Barnsley
UK-South Yorkshire S70 2DJ
Tel. 441226+291191

National Hairdresser's Federation
11 Goldington Road
UK-Bedford MK40 3JV
Tel. 447234+360332

City and Guilds of London Institute
1 Giltspur Street
UK-London 44171+ 2942440

B. BEAUTICIAN

BELGIUM

Definition of function

A beautician can be described as a specialist in beauty care which is intended to maintain, correct, embellish or highlight various parts of the body. An important point to make is that the care which she provides is more for maintenance and never for curative purposes. In addition to these services, a beautician must also be involved in selling beauty products.

Unlike hairdressing, beauty therapy is an occupation which is almost exclusively female: 80% of those active in the profession are women, men tending to steer more towards make-up work in fashion, advertising or show business.

A beauty salon in principle offers different types of care: care of the face, body and bust, hands and feet, and finally make-up.

Facial care

Two major categories can be distinguished:

- *maintenance or hygiene care* (in which the greatest demand is for skin cleansing).

  Skin cleansing generally includes:
  - make-up removal
  - application of a lotion
  - where necessary, removal of unwanted hair
  - peeling
  - use of the vapozone
  - eradication of blackheads
  - disinfection
  - use of a foaming product (optional), application of an active product (lightening, nourishing, moisturising) in ampoule form
  - shaping or relaxing massage
  - application of a mask
  - to finish, application of a day-time protective cream and where appropriate make-up.

- *More specific care*
  - "anti-ageing" care
  - special care: artificial pigmentation, eyelash and eyebrow tinting, bleaching of downy hair etc.

Body care
This is aimed at people in good health and is never therapeutic in nature. Its sole purpose is to improve the appearance of the body and ensure better hygiene and a sense of well-being. For any other problem, the beautician is legally obliged to refer her client to a doctor, physiotherapist or dietician. In the area of body care, beauty salons offer various types of massage, steam rooms, saunas, beauty care involving water (whirlpool baths etc.), various kinds of hair removal and finally sunbeds etc.

Care of the hands and feet
In manicure, the beauty therapist will carry out a small massage on the hands, cut nails, remove cuticles and where appropriate polish and varnish nails.
Care in pedicure is identical. The beauty therapist can also pumice rough areas and calluses on the foot. But any more complex problem necessitates the involvement of a chiropodist or foot specialist.

Make-up
In contrast to what might be imagined to be the case, make-up is not the major activity of a beautician. In this case diagnosis of the skin is less important. But the shape of the face, the colour of the skin, eyes and hair, age, fashion and the client's personal taste are factors that must be considered. Women are tending to move away from traditional beauty therapy in favour of more long-lasting care such as artificial eyelash tinting or permanent make-up.

At the human level, this occupation requires good presentation and a pleasant appearance. For a beautician, having attractive skin is the surest way of convincing her clients of the effectiveness of the care she provides and the products she recommends her clients to buy. In addition, she has to be friendly, know how to be patient, have a steadfast character, a sense of psychology and be a good listener.

If she is to be able to cope with the work, she must also be able to withstand physical stress: for example, remain standing almost continuously. Circulatory disorders and back problems (as well as all kinds of allergy or skin diseases) are therefore contra-indicated.

Training and qualifications

Type/structure of training

The school-based route is full-time secondary vocational education. There is also a seventh year of qualification at the end of which a recognised diploma is awarded as a beauty therapist who can be taken on as a wage-earner (beautician qualification).
The Small Firms and Traders institutes train beauty-therapy apprentices and award an approved diploma, after which the apprentices can go on to head-of-business training and open a beauty salon.

Admission requirements

This question is complex, because there are small differences between the French and Flemish communities with regard to the specific supply of training.
It can nevertheless be commented that for the occupation of beautician in the strict sense the supply of training is the same in the two communities.

In order to enter secondary vocational education, it is necessary to have gained the primary education qualification, known as the basic proficiency certificate (CAB). To be accepted as an apprentice in the Small Firms and Traders (Classes Moyennes) sector a candidate has to have successfully completed the first two years of secondary education. The minimum age of entry is 15 years.

Duration of training

The duration of training is seven years in the technical stream of secondary education from the ages of 12 to 19, including the 7th year ("année de qualification"), or three years in apprenticeship.

Training level

It is not clear whether it is possible to "stick" general levels onto the types of Belgian training. It is in any case highly likely that the types of training quoted above are of

EC level II:	Small Firms and Traders/VIZO ("apprenticeship")
EC level IV:	secondary + post-secondary education (including 7th year)
EC level III:	Small Firms and Traders/VIZO - business owner training ("additional training")

On the other hand, where continuing training is concerned, cf. social advancement: level III

Examination(s) at end of training

Certificat de Qualification de fin de 7ème (certification of qualification at the end of the 7th year) or an attestation from a training centre that a course has been completed. There is no accredited award for training in apprenticeship.

Training providers

- Ministry of Education, Research and Training
- Institute of Small Firms and Traders

Status of those undergoing training

- Secondary school: pupils
- Social advancement: students
- Small Firms and Traders/VIZO: apprentices and apprentice business owners

Job and career prospects

OPENINGS

Beauty therapists can work for themselves or as employees in beauty salons or perfumery shops, but also in department stores, hairdressing salons, spas and health farms and even at home.

They can also become demonstrators or representatives for beauty-products firms, sometimes, although more rarely, working in a hospital environment or in homes, or finally move into artistic make-up or undertake instruction.

BEAUTY-SALON WORK

This is the professional outlet most often considered when undertaking studies in beauty therapy. It is therefore the dream of many, but a dream which is sometimes difficult to realise in view of the large capital that has to be invested in equipment and the clientèle to be built up and kept.

Beauty salons are nevertheless flourishing. There are reported to be 3,595 officially recorded salons in Belgium at present. And in many of them turnover is often too low to allow several wage-earning beauticians to be taken on.

Beauticians working in salons, whether as managers or employees, have all kinds of commercial responsibilities: the sale of beauty products allows turnover to be increased and is therefore essential to the good management of a salon.

Working hours are fixed at 40 hours per week spread over five days.

A rise in the retail-price index led to an increase in minimum and actual pay of 2% with effect from 01.01.91. Staff aged 21 who can prove six months of service in the business benefit from an increased rate of pay. Beauticians who are taken on after the age of 21 and at this time do not have three years of service in the sector are entitled to the minimum pay of workers aged 21. The normal scale is applied as soon as the three years of service have been reached. Manager/operators of beauty salons receive an additional increase in pay of 6% provided they have been employed in the sector for at least six months.

Gross monthly pay is as follows at 01.01.1991:

Age	Rate	After 6 months
18 years	29,136	29,950
19 years	31,956	32,848
20 years	34,776	35,747
21 years	37,595	38,655
22 years	37,971	39,031
23 years	38,437	39,417
24 years	38,722	39,804
25 years	39,099	40,192
26 years	39,475	40,578
27 years	39,850	40,964
28 years	40,226	41,335
29 years	40,603	41,737
30 years	40,979	42,124
31 years	41,355	42,511

Age	Rate	After 6 months
32 years	41,730	42,897
33 years	42,106	43,283
34 years	42,483	43,669
35 years	42,858	44,056
36 years	42,483	43,669
37 years	43,610	44,829
38 years	43,986	45,216
39 years	44,362	45,602
40 years	44,738	45,989

THE SELF-EMPLOYED

It is difficult to assess the average earnings of a self-employed beautician. According to our information, a beautician whose turnover is a good average can earn between approximately 40 and 50,000 BF net per month (April, May, June and December are generally periods in which the profit margin is higher).

Continuing and further training

- Social advancement education is available only to adults.
- VIZO/Small Firms and Trading Institutes provide training for business owners

Estimate of student/trainee intake per annum

French community
In terms of the beauty care/beauty therapy qualification diploma, 91 diplomas were awarded (source: Statistical Yearbook 1990-1991) by the Ministry of Education, Research and Training, and 79 diplomas were awarded for social advancement education. The 1992 annual report of the Small Firms and Traders Continuing Training Institute counted 69 women.

Flemish community
A. **VIZO** (Flemish Institute for Independent Traders):

A.1. Apprentices (1991)
TOTAL: **25**

A.2. Apprentice business owners (1991)
TOTAL: **109**
TOTAL VIZO (1991): **134**

B. **Secondary education** (1991):

Notes:

a) these are generally girls
b) "beauty therapist" and "hairdresser" courses are sometimes combined, therefore the figures are combined for both types of training

TOTAL: **644**

C. **Social advancement education** (1991)

different types of diplomas, certificates and curricula combining beauty therapy and hairdressing.

TOTAL: **531**

OVERALL TOTAL: - Flemish Small Firms and Traders (= VIZO)
- Social advancement
- Secondary education (full-time)

1309

Information sources

a) Most of the above information was taken from SIEP-documents (Service d'Information sur les études et le Professions).

b) **Addresses**

Union nationale des estéticiennes de Belgique
Mme Salembier
avenue Louise 32
B-1050 Bruxelles
Tel. 32+56 55 57 89

Association internationale des estéticiennes-INFA
rue Antoine Dansaert 101/9
B-1000 Bruxelles
Tel. 32+ 25 11 76 53

Union professionnelle reconnue des estéticiennes-techniciennes de beauté de Belgique
avenue Molière 169
B-1060 Bruxelles
Tel. 32+2 343 20 96

Institut francophone de Formation permanente des Classes Moyennes, Association sans but lucratif - Organisme agréé par la Communauté française
avenue des Arts 39
B-1040 Bruxelles
Tel. 32+2 502 76 00
Fax. 32+2 502 66 97

VIZO
Bischoffsheimlaan 23 "Orion"
B-1000 Brussel
Tel. 32+2 218 60 93
Fax. 32+2 217 46 12

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DENMARK

Definition of function

Beauticians analyze skin types and treat clients' faces, bodies, hands and feet. They apply make-up and give guidance on products and care at home. Beauticians have heir own clinics (skin-care clinics or beauty salons), or are employed by other beauty therapists. An increasing number find employment in cosmetics firms, in the retail trade or as travelling consultants.

It has been possible for many years to train as a beauty therapist at private schools. In 1991 a publicly recognised training course (vocational training as *beautician*) in the profession was set up.

Facial treatment is initiated first of all by the beautician establishing the skin type. This is done by looking at the condition, moisture, suppleness and pores of the skin, blood circulation etc. The skin type determines which products are to be used in the treatment that is given. A treatment may comprise deep cleansing, skin scrubbing and a special mask. Beauty therapists also treat unclean skin, spots, scars and so on. They use electrical appliances and cosmetic products in the treatment. A facial treatment generally ends with the application of make-up, trimming of eyebrows and dyeing of eyebrows and eyelashes.

Beauticians remove unwanted hair growth with wax or permanently with needles (*depilation*) and camouflage scars and birthmarks. They give hand and foot care, i.e. they massage the hands and feet, remove nail varnish, file and varnish the nails or put on artificial fingernails. They also give light and heat treatments, and body massage with the exclusive purpose of inducing well-being.

Working environment: The normal rules for labelling substances hazardous to health do not apply to the cosmetics sector. The Services Sector Safety Council (BSR no. 8) deals with problems concerned with the working environment.

Beauticians must be able to work independently and with an awareness of responsibility. They must enjoy being in close contact with other people.
They must be in good health. A tendency towards allergy may be an obstacle to working in the profession.

Training and qualifications

Type/structure of training

After the second school period, the remainder of the training consists of practical experience and two school periods, each lasting ten weeks.

The school instruction is both theoretical and practical. Instruction is given in the subjects of first aid, business economics and book-keeping, anatomy/physiology, the study of products, skin and beauty care, make-up, microbiology, skin diseases and plastic surgery. Tests have to be taken in these subjects. Instruction is also given in customer service, advertising, sales and service, hygiene, health, style, shape and colour, chemistry and some optional subjects.

During the practical periods one gains routine experience in what one has learnt at school.

Training in the profession at private schools is known as beauty therapist training. If one plans to attend a private training course, it is important to consult someone who has knowledge of the profession and collect material from several schools. Before registering with a school, it will be a good idea to visit the school and talk to the teachers and students.

Beauty therapist training is a one-year training scheme offered by a number of private schools as a full-time or part-time course.

The Danish Association of Beauty Therapists and the **Association of Young Beauty Therapists** have each separately recognised the training given at some schools. The associations impose some requirements with regard to admission, instruction and examination.

The training is theoretical and practical. The whole of the training takes place at the schools and in the schools' own clinics. The subjects are broadly the same at the various schools, but the distribution between theory and practice may vary.

Course fees are virtually the same at all the schools. Full-time training cost Dkr 50,000-70,000 in 1991. The training is *not* approved for the government training grant, but it may be possible to obtain a grant e.g. under the Unemployment Act or the Assistance Act.

Within the state school system beauticians are trained within the framework of hairdressing. One normally starts with the first school period (20 weeks), but it is possible to start with practical experience instead if one has a training contract. If one has reached one's eighteenth birthday, it is possible to start straightaway with the second school period (20 weeks).

Admission requirements

To enter private courses students must preferably have reached their eighteenth birthday. It is an advantage to have good school knowledge, but no particular requirements are laid down with regard to school education.

Duration of training

The *training course for beauticians* lasts two years. The aim of the training course is that the students attain competence as beauty therapists through school instruction and practical training. There is **restricted entry** to the training, see below.

To gain admission to school-based training, one must have completed one's compulsory education. There is free admission to the first school period. Application forms are available from technical schools and at labour exchange (AF) offices. Students in the ninth and tenth school year receive the form from their schools and have to hand them in by 15 March.

The apprenticeship training lasts two years.
To start with practical work, one must have a training contract. The practical experience placement must be approved by the Joint Committee for Beauty Therapist Training (Fællesudvalget for Kosmetikeruddannelsen).

Status of those undergoing training

Students

Training providers

School-based training can be taken at the Greater Copenhagen Hairdressing School (Frisørskolen for Storkøbenhavn) and the Craftsmen's School (Håndværkerskolen) in Sønderborg. The first school period can also be taken at all technical schools, and the second school period, which is common to that of hairdressing students, is offered by hairdressing schools in several large towns.

As mentioned above, there is restricted entry to the second school period. The schools first admit students who have a training contract and then a small number from among the applicants who are considered to be most suitable.

The *Danish Association of Beauty Therapists* currently recognises three schools, which annually train a total of around 40 beauty therapists: the Beauty Therapist School (Kosmetolog Skolen, also known as the Cidesco School) and the Skin Therapist School (Hudterapeutskolen) of 1936 in Copenhagen and the Southern Jutland Beauty Therapist School (Sønderjyllands Kosmetologskole) in Åbenrå.

The *Association of Young Beauty Therapists* currently recognises two schools, which annually train a total of around 75 beauty therapists: Inter-Clinique in Odense and the Silkeborg Beauty Therapist School (Silkeborg Kosmetolog Skole) in Silkeborg.

Examination(s) at end of training

Private school training ends with an examination, and a diploma issued by the school is obtained.
In the state system the last school period ends with an apprenticeship test. The Joint Committee issues training certificates when the training has been completed.

Name of body which awards diploma/certificates etc.

Joint Committee for Beauty Therapist Training (Fællesudvalget for Kosmetikeruddannelsen).

Job and career prospects

Income and employment conditions

Beauticians are paid under individual contracts (there is no negotiated agreement in the profession as yet). The average hourly wage is Dkr 160, often supplemented by a percentage of turnover.

There are good employment opportunities, as it has become more common to have cosmetic treatment. This applies to both men and women.

Self-employment. Many firms offer complete clinics for around Dkr 30,000, but establishing a business can be very expensive, depending on equipment and location. It requires aptitude and a sense of economy to run one's own clinic.

Continuing and further training

It is possible to specialise in make-up on private courses and work as a *make-up person* (also known as *make-up artist, visagiste or stylist*). It can be an advantage to be a trained beauty therapist, but it is not a requirement. There are, for example, an eight-month course at the Danish International Make-up Artist Academy in Lunderskov, and a three-month course (350 hours) at the School for Decorative Cosmetics (Fagskole for Dekorativ Kosmetik) in Odense. In addition, shorter courses are held for example by the make-up artist Vera Søgård in Ikast and by the Theatre Corner (Teaterhjørnet) Make-up Workshop in Copenhagen. These training courses are all directly aimed at advertising, film, television and theatrical work.

Information sources

a) This article forms part of the Card Index of Occupations (Erhvervskartokeket), which gives information on work and training.

b) **Addresses**

Danish Association of Beauty Therapists (Dansk Kosmetolog Forening),
International Cidesco Skole
Julius Thomsens Gade 7
DK-1974 Frederiksberg C
Tel. 35 37 39 39.

Association of Young Beauty Therapists (Foreningen af yngre Kosmetologer)
c/o Inter-Clinique
Vestergade 89
DK-5000 Odense C
Tel. 66 17 76 20.

Joint Committee for Beauty Therapist Training (Fællesudvalget for Kosmetikeruddannelsen)
Dragebakken 544
DK-5250 Odense SV
Tel. 66 17 40 82.

Danish Union of Hairdressers and Beauticians (Dansk Frisør- og Kosmetikerforbund)
Lersø Parkallé 21
DK-2100 Copenhagen Ø
Tel. 31 83 18 80

FRANCE

Definition of Function

The beautician is a specialist in beauty treatment and make-up. Her essential role is to care for the beauty of the face and various parts of the body through physical methods, or through the application of cosmetics.

The beautician should be able to give advice on and sell beauty products. In order to keep her accounts well, she needs to have some basic management skills. It is largely a female occupation which demands spending long hours on one's feet and excludes those allergic to cosmetic products. This occupation requires good presentation, taste, a pleasant manner, and gentle movements.

Training and qualifications

EC Level II

The CAP d'esthétique-cosmetique (certificat d'aptitude professionnelle)

The CAP - Certificate of Vocational Aptitude - prepares students to work at the level of skilled worker or employee.

Since 1990 the new programme has placed the emphasis on the advice and sales functions, as well as on management and organisation, which assures the students a solid training in the various specializations of beauty therapy and make-up.

The exam comprises practical tests (technical charts, beauty techniques, manicure, care of the hands and feet), written, graphic and oral exams (French language, applied maths, design of applied art, technology, prevention of accidents and social economics, employment legislation) and an oral test of competency in a foreign language.

Numerous types of training lead to the CAP:

- Training in the technical lycée (LP - Lycée professional) consists of two years after the 3rd year of secondary school. In order to enter the technical lycée to prepare for the CAP d'esthétique-cosmétique, it is necessary to be at least 16 years old and to have the brevet (BEPC or brevet des collèges - certificate at the end of lower secondary education). Inscription at the lycée takes place in January and entrance exams are held in May.

- Apprenticeship is open to young people aged 16 to 25 years. They receive a practical training from an employer which is complemented by one year of general education in an Apprentice Training Centre (Centre de Formation d'Apprentis - CFA). The theoretical training required for the CAP d'esthétique-cosmétique is provided by the CFAs which are run by the Chambre de Métiers in each Département. The normal length of the apprenticeship contract is two years. Applications for contracts are made to the Chamber de Métiers. At the moment, very few apprentices are accepted for this course. Apprentices receive a salary for the duration of their training.

- Training in private schools
  The duration of the courses varies from one to two years. Training leading to a CAP qualification usually takes one year, however, not all private schools prepare students for the CAP. The price of courses varies between 10,000 F and 15,000 F per school year. No age limit applies and certain schools offer evening courses.

EC Level III

- BTS d'esthétique-cosmétique (brevet de technicien supérieur)

The purpose of this Advanced Technician's Diploma - BTS - is not to train beauticians but rather executive personnel for sales or laboratories. Achievement of this diploma permits access to executive posts in the beauty sector: manager of a beauty salon; technical consultant; responsible for information and further training of demonstrators, representatives, overseas agents; organisation of advertising and promotional work.

Following adequate professional experience or complementary training, the holder of a BTS can progress to the position of beauty salon manager, stylist, or head of service (advertising, public relations, marketing). In order to prepare for the BTS (access to BTS preparatory courses) one requires a solid general education coupled with a good scientific training. An in-depth knowledge of one or more foreign languages is recommended. Finally, a certain artistic flair, and a capacity to adapt easily to the evolution of techniques and fashion are desirable qualities.

Applicants must have a general Baccalaureate in maths or science or a Technical Baccalaureate. Admission depends on examination of their school records and an interview. The curriculum covers the following disciplines: French language, human relations, rudimentary economics and law, physical sciences and biology, chemistry, physiology, legal aspects of the profession, technology and beauty techniques, artistic education and foreign language.

The BTS is taken at public and private lycées.

- DEUST (Diplôme d'études universitaires scientifiques et techniques) perfumes, fragrances, cosmetics
- DEUST parfums, arômes, cosmétiques

The Diploma of scientific and technical studies - DEUST (1st cycle) is taken over two years. It is the training for technicians assisting production and research managers in the fragrances, cosmetics and perfume areas.

As an initial training it is open to all students holding a general Baccalauréat in maths, science or technology, or a Technical Baccalauréat. Candidates are selected according to their school record and an interview. As *continuing training* it is aimed at candidates, with or without a Baccalauréat, who are working (or who have worked) in sectors closely related to this branch. It is possible for those in permanent employment to complete the DEUST as a series of accredited modules. A maximum of 40 students are accepted annually. Information on enrolment can be obtained from Université Montellier (see below).

EC Level IV~~/V~~

The University Diploma in cosmetics (Diplôme d'Université de cosmétologie) is open to students with a Baccalauréat plus two years further studies (BTS, DUT, DEUST or DEUG) in chemistry, biochemistry or biology, etc. The course begins in October, and finishes in May and is followed by a three month placement in industry. It is a diploma for technical-commercial personnel in production and distribution. Further information can be obtained from the Université de Toulouse II (see below).

The post-graduate degree (Maîtrise des sciences et techniques Chemie des arômes et des parfums - MST-ARPA) lasts two years, including a 10 week placement in industry. It is available to graduates with a Baccalauréat plus 2 years further studies (DEUG, DUT) and a very high standard in chemistry. Places are limited to 16. The qualification attained is that of company "physiochemist" or executive.

Name of body which awards diploma/certificates etc.

Certificates are awarded by the Ministry of Education.

Job and career prospects

The beautician can work as an employee in: a beauty salon, a hairdressing salon, a perfumery, a department store (at the beauty counter), in companies producing beauty products and also in health services (hospitals, maternity homes, retirement homes). Recruitment takes places on the basis of business and social aptitude, as well as presentation. This is why beauty salons expect candidates to have a good level of general knowledge, and often knowledge of a foreign language is required.

Having attained the CAP (Certificate of Vocational aptitude) for beauticians she can proceed to massaging, face scrubbing, applying masks and giving advice on hygiene. With the advanced Vocational Certificate, BP d'estétique-cosmétique, she can decide to go into business on her own or to open a perfume shop, she would therefore have a more commercial role.

The Advanced Technician Diploma, BTS - d'esthétique-cosmétique, opens the way to employment at executive level, as a salon manager, a technical consultant, or as advertising manager. The BTS also allows participation in the selection procedure for access to the preparatory cycle of the technical teacher training (CARET) or vocational teacher training.

New openings are being made possible due to the experiences with therapeutic applications of beauty care in the hospital milieu and care at home.

All statistics indicate that there has been a steady development in the sector of beauty care and cosmetic products for many years. France is the leading world exporter of perfumes, cosmetics and body care products. The number of beauty salons has increased significantly from 6,500 in 1984 to 9,881 in 1991. Moreover, sale of beauty care products and perfumes is being introduced in beauty salons and their producers are appealing to beauty therapists to assure that their clients buy the products. 82 % of the 4,800 perfumeries registered have one or more beauty salons. Today, with some 20,500 employees it constitutes an economic sector in its own right.

Openings for young entrants to this occupation are very restricted. Promotion is rapid for qualified beauticians. The monthly salary for a beautician, with a CAP diploma, starting her career as an employee in a beauty salon is around 5,462 F per month. After five years professional experience, or a BTS diploma plus one year experience, the remuneration actually increases to about 7,500 F.

Continuing and Further Training

Some establishments offer evening classes which lead to a CAP qualification.

Holders of the CAP qualification can eventually specialize, in manicure and nail care or in a specific beauty product, by following courses organized by private schools. Likewise, it is possible to specialize in artistic make-up (for photography, cinema, theatre, television, fashion etc.). Such specializations are offered by certain private schools but do not lead to a diploma. They comprise introductory courses, as well as further training for professionals. These specialist courses can be attended on a full-time basis or in the evening.

The advanced Vocational Certificate (Brevet professionel - BP) for beauticians is a diploma delivered by the National Ministry of Education which accredits qualifications acquired in the course of professional activities. It is not carried out within the school system. Candidates for the examination holding a CAP certificate must prove that they have two years professional experience, candidates without any diploma require five years experience and must be at least 21 years old. The training is organised either on a part-time basis (between nine and twelve months) or as a full-time course. It is provided by public and private educational establishments, by selected professional organisations or by distance learning centres.

The Brevet de Maîtrise (BM) for beauticians is delivered by the Chambres de Métiers. This diploma qualifies holders for work in company management or administration or to train apprentices. Candidates who have finished a craft apprenticeship or who hold a CAP (and are at least 19 years old) can enter for the examination. Those who do not hold a diploma must provide evidence of at least five years professional experience (excluding time spent in apprenticeship). Preparation for the examination is done on a modular basis, it consists of individualized training which allows the candidate to study at her/his own pace and when time allows.

A specialization exists for beauticians who wish to work with the sick or elderly, or those in detention: Cours d'Esthétique privé à option humanitaire et social. The course is available to holder of the CAP for beauticians.

For beauticians who are interested in the promotional and commercial side of their occupation, leading cosmetics houses offer a specialist course lasting 13 months including practical in-company training to holders of a Baccalauréat plus 2 years professional experience. Candidates must be at least 21 years old. The course costs 25,000 Francs plus charges.

Holders of the CAP for beauticians can apply to the Chamber of Industry and Commerce to train for a diploma in sales consultancy. The course costs 23,000 Francs and is carried out over ten months, including practical periods. A course lasting 3.5 months is also available to CAP and BTS graduates with no previous sales experience.

See also DEUST, EC level III.

Information sources

a) ACTUEL CIDJ (Centre d'Information et de Documentation Jeunesse) was used to provide the information above (Fiche 2.792).

b) **Addresses**
Féderation Française de l'Estétique-Cosmétique
163, rue Saint-Honoré
F-75001 Paris
Tel. 331+42 60 88 82

Féderation de l'Industrie de Parfumerie
8, place du Général Catroux
F-75017 Paris
Tel. 331+47 66 51 01

Féderation Nationale des Syndicats Artisanaux de l'Esthétique
17, rue Cordouan
45 av. Kennedy
F-17000 La Rochelle
Tel. 33+ 46 41 69 79

Assemblée Permanente des Chambres de Métiers (APCM)
12, avenue Marceau
F-75008 Paris
Tel. 331+44 33 10 00

Université Montellier II
Sciences et Techniques du Languedoc
UFR sciences fondamentales et appliquées
Place Eugène Bataillon
F-34095 Montpellier Cedex
Tel. 33+67 14 30 30

Université de Toulouse III
Service de la formation continue
118, route de Narbonne
F-31062 Toulouse Cedex
Tel. 33+61 55 66 30

The CIOs (information and guidance centres) provide lists of establishments which prepare for the CAP, and of private schools in each vicinity.

Information on further training courses can be obtained from:

Groupe SIADEP/IPC
Rue Marcel Sembat, BP 6
F-62301 Lens Cedex
Tel. 33+21 79 42 42

GERMANY

Definition of function

The basic idea of beauty therapy is to preserve health and to increase the well-being of human beings.

The beautician works in three fields: direct treatment, consultation and sales of specialized products. Direct treatment includes both beauty care (decorative) and health-preserving, health-promoting cosmetics.

Beauty care in the broadest sense of the term always deals with treatment of the skin, including hair care. The main task of the beautician is to exert a regulatory effect on the functions of the skin, to remove skin blemishes (if they do not require medical treatment) and to prevent damage to the skin.

In addition to this, the beautician also has an aesthetic/ decorative task, that of giving the skin and the hair a more attractive and well-groomed appearance through cosmetic treatment. The outward appearance is improved through day make-up, it is made more effective for festive occasions, and more attractive through measures adapted to the type of the client. The beautician also has the basic knowledge required for make-up in theatre, photography, film and television, and for the concealment of skin blemishes.

In her advisory activities, the beautician gives information on the mode of action and effects of cosmetic products for skin and hair and how to apply them properly. She thus gives the client advice on how to undertake home treatment.

The sale of products does not just mean handing over the product. With due consideration of the client's wishes, the beautician has to decide, on the basis of her technical knowledge and experience, which products are best for cleaning, tending, protecting and enhancing the skin of the client and recommend these to the consumer.

In addition to technical and operational skills, the "communicative" skills[1] are also an elementary pre-requisite for this activity. As the occupation of the beautician is a service to the client, she must have intuition and must establish human contacts with the aim of satisfying the wishes of the client and applying the most appropriate method of treatment.

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[1] Use of linguistic and non-linguistic means, e.g. gestures, facial expression, appearance.

BEST COPY AVAILABLE

Training and qualifications

Type/structure of training

The teaching staff of a full-time vocational school generally consist of a School Director with the necessary work experience, a Deputy School Director who is the technical teacher for basic beauty-care, integral cosmetics and theory of cosmetics, a physician or member of a paramedical profession with the authorization to teach for the subject Anatomy/Physiology, a physician who is a specialist in skin and venereal diseases for the subject Dermatology, a technical teacher for Chemistry and Materials with prior vocational training as chemist, pharmacist, etc. and with the authorization to teach, a technical teacher for Physics and Equipment/Apparatus with prior vocational training as physicist, etc. with the authorization to teach, a technical teacher for Economics and Professional Questions with prior vocational training as tax consultant, teacher of commerce, etc. and with authorization to teach, a technical teacher for the subjects Body Massage and Gymnastics with prior vocational training as physical therapist, masseur, etc. or a technical teacher for the subjects Manicure and Pedicure with prior vocational training as Medical Pedicurist.

The theoretical and practical subjects include the knowledge and skills required for the subject categories enumerated in the following list:

Occupation-specific area of training:

Subject-related theory:
Anatomy/Physiology, Cytology (science of cells) and Histology (science of tissues); structure and functions of the skeletal system, bone joints and connections, orthopaedic diseases, structure and functions of the muscles, etc.

Dermatology:
Structure and functions of the skin; damage to the skin; allergies, pigment disorders, etc.

Theory of cosmetics:
Cosmetic typology and diagnosis, science of integral cosmetics; cosmetic treatment; cosmetic applications; science of active substances and nutrition; hygiene; cosmetic gymnastics.

Chemistry and Physics:
Basic principles of chemistry; basic principles of electricity; physics of cosmetic appliances; apparatus-related cosmetics; basic principles of radiation; electrotherapy.

Economics, product knowledge and occupational knowledge:
Products; perfumes; economic and legal principles; payments transactions; history of cosmetics; occupational profile and objectives.

Subject-oriented practice:
Diagnostic techniques; cleansing procedures using different materials and methods; massage of the scalp, face, neck, upper chest, shoulders, back, upper and lower limbs; packs and masks, hydro, herb and light (thermal) applications; cream packs, compresses, steam, tinctures, infusions, infrared, red and blue light; application of electric current; depilation; removal of skin blemishes; skin polishing and peeling with physical and chemical means; hand-care including nail-care; foot care; decorative cosmetics; gymnastics.

Practical training:
The content and the objectives of practical training are to extend and enhance acquired knowledge and skills in a training enterprise. The trainee should prove in the practical examination that she can perform the tasks of applied cosmetics. These include cosmetic treatment including all procedures and areas of treatment relating to facial and body care, cosmetic consultation and the sales of cosmetic products.

Admission requirements

As there is no uniform regulation of the training for beautician, the admission requirements vary from place to place.

As a rule, a school-leaving certificate from the extended primary school or an equivalent certificate is required. Practical experience or vocational training in a related occupation is not always necessary, but it is to be recommended. Suitable access occupations are masseuse, drugstore employee, hairdresser, medical assistant, dental assistant, assistant pharmacist and nursing assistant.

Most technical schools for beauty-care demand a medical certificate and an X-ray of the lungs. An allergy test is recommended as the cosmetic products used could induce allergies. The minimum age limit is 17 years.

Duration of training

The technical schools for beauty-care offer courses lasting for different periods. There are 1-year and 2-year training courses with 30 to 40 hours of instruction per week, but shorter courses are also offered.

If the course lasts for 2 years, a part of the training is given in a technical school and another part takes the form of practical training in a beauty salon. The subdivision between theoretical instruction and practical training varies in the different Federal States of Germany.

Training level

EC Level II

Examination(s) at end of training

The examination consists of a written, an oral and a practical part. The written examination covers the subjects Anatomy, Physiology, Orthopaedics, Theory of Cosmetics, Dermatology, Gynaecology, Chemistry or Physics or Product Knowledge, Chemistry, Materials and Product Knowledge or Economics, Sales Methods and Policies.

The oral examination can cover all subjects with the exception of the practical tasks. The practical part of the examination contains two examination tasks from the area of practical training, e.g. a practical test in the basic principles of cosmetics including basic treatments, and at least one other subject.

The final examination is passed when the results in all subjects are rated as satisfactory.

Name of body which awards diplomas/certificates etc.

Chamber of Crafts.

Training providers

The training centres are private sector schools with and without the status of a complementary or substitute school.

Schools which prepare candidates for a State or State-recognized examination must have the status of State-recognized complementary school or State-approved substitute school or full-time vocational school, depending on the Federal State concerned.

In State-recognized complementary schools instruction follows a curriculum approved by the School Inspection authorities. These schools hold State-recognized final examinations or prepare the candidates for these examinations.

The situation is varied with respect to the organization, provision, material and staff resources of the schools. However, the following minimum requirements should be fulfilled: the course in the full-time vocational school should last for 1 year at least, the total hours of instruction in occupation-specific technical subjects (subject-related theory and practice) should amount to 1,200 hours at the minimum, and the number of hours for instruction should not be less than 30 hours per week.

Status of those undergoing training

Trainees

Continuing and further training

In the field of beauty care and hairdressing/cosmetics most of the Chambers of Crafts have drawn up regulations for continuing training examinations, i.e. special legal provisions which have been recommended nation-wide by the Association of German Chambers of Crafts in Bonn. The actual implementation of continuing training measures and examinations depends on the demand. There are plans to change the designation "Schönheitspfleger" (Beautician) to "Kosmetiker/in" (Cosmetician).

In general, persons who have been working in the profession for a minimum period of 4 years are admitted to the examination leading to the recognized certificate "Geprüfte/r Schönheitspfleger/in (Kosmetiker/in)" - "Examined Beautician (Cosmetician)". In the field of hairdressing/cosmetics the requirement for continuing training is the journeyman's examination and 2 years of practical work as a journeyman in the hairdressing sector. The candidate who passes the examination then acquires the recognized certificate "Examined Hairdresser-Cosmetician".

Depending on her inclination the beautician can attend special courses in the technical schools for beauty-care and acquire additional knowledge and skills, either during her training or thereafter.

These continuing training courses are given in the form of day courses, evening or weekend courses for employed persons and deal with the following subjects: lymph drainage - special massage techniques for head, back and limbs for the treatment of cosmetic and health disorders; camouflage - special technique to conceal skin blemishes or other unwanted skin anomalies; the use of special products; maquillage - special area of decorative cosmetics with make-up techniques for the stage, photography, film and television; make-up for fashion shows; production of cosmetic preparations - mixing of special creams, lotions and fluids; and subjects relating to publicity and business start-up.

If the self-employed beautician wishes to transform her beauty salon into an institute for integral cosmetics with equipment for sauna and hydro applications, she can attend 2-week full-time courses which will train her as "Sauna Master" and which are the preparation for the independent operation of a beauty salon with sauna facilities. Information on this may be obtained from the Deutsche Sauna-Bund e.V., Kavalleriestraße 9, 33602 Bielefeld. The qualification for "Kneipp-Bademeister/in" (Master Craftsman for Hydrotherapy Baths) lasts 3 months. Information may be obtained from the Kneipp-Bund e.V., Bundesverband für Gesundheitsförderung, Adolf-Scholz-Allee 6, 86825 Bad Wörishofen.

Using acquired knowledge and skills it is also possible to make the transition to the occupation of "Medical pedicurist"

Distance learning is also another form of continuing training. The admission requirement in this case is the extended primary school certificate. Knowledge of cosmetics and skills are taught through correspondence. In the distance learning institutes this course has a duration of 12 months, whereby 5 to 10 hours a week are needed for self-instruction. The total costs of instruction range from DM 1,800 to DM 2,200. At present distance learning courses are offered by:

A.F.S. Fernschule GmbH
Harscampstraße 71
52062 Aachen
(internal final examination held by the institute)

Information sources

a) The above information is extracted from "Blätter zur Berufskunde".

b) **Adresses**

Deutsche Angestellten-Gewerkschaft (DAG)
Karl-Muck-Platz 1
D-20355 Hamburg
Tel. 4940+349151

Bundesverband Deutscher Kosmetikerinnen e.V. (BDK)
Liesegangstr. 10
D-40211 Düsseldorf
Tel. 49211+365891

Bundesberufsverband der Fachkosmetikerinnen in Deutschland E.V. (BFD)
An der Pfaffenmauer 8
D-60388 Frankfurt
Tel. 4969+35734

Bundesvereinigung Deutscher Berufsfachschulen für Kosmetik e.V. (BDBK)
Brabanter Str. 18-20
D-10713 Berlin

Zentralverband deutscher Kosmetikfachschulen e.V. (ZdK)
Kaiserstr. 18
D-76646 Bruchsal
Tel. 497251+83697

Berufsgenossenschaft für Gesundheitsdienst und Wohlfahrtspflege (BGW)
Pappelallee 35-37
22089 Hamburg
Tel. 4940+20207-0

GREECE

Definition of function

The beautician should be competent in face and body treatment as well as applying the necessary remedial treatment in each case. During their training they acquire knowledge on the use of cosmetics and their ingredients.

Training and qualifications

Type/structure of training

Off-the-job, with 1:1 relation between theoretical and practical training.

Admission requirements

Open to upper secondary education (Lyceum) leavers, aged 18 and over.

Duration of training

21 - 23 hours per week, for five semesters

Training level

EC level II

Examination(s) at end of training

The specialization was established in September 1993 (training of beauty therapists came under the responsibility of the private institutes, IIEKs). When the trainees finish their training, it is expected that they take oral and written examinations organized by a 3 members committee appointed by the Organization for Vocational Education and Training (OEEK) of the Ministry of National Education and Religious Affairs (YPEPTH).

Name of body which awards diploma/certificates etc.

Organization for Vocational Education and Training (OEEK)

Training providers

Private Institutes for Vocational Training (IIEKs)

Private schools subjected to regulations designated by the Organization for

Vocational Education and Training (OEEK).

Status of those undergoing training

Trainees.

Since the schools are private, the trainees pay 250,000 GRD tuition fees per semester. They don't work and consequently they don't have any income.

Job and career prospects

They can be employed in relevant beauty salons or go into business on their own. There is no national certification of their diplomas, yet, and thus their income cannot be defined.

Continuing and further training

None.

Estimate of student/trainee intake per annum

Schools are private and there is no central body collecting information or statistics, so it is not possible to estimate the number of trainees.

Information sources

a) The Organization for Vocational Education and Training (OEEK) and one of the existing schools

b) **Addresses**
The Organization for Vocational Education and Training (OEEK)
1, Ilioupoleos Street
17236 Ymittos
GR-Athens

IRELAND

Definition

The therapist undertakes a range of treatments to improve the appearance, health, posture and general wellbeing of clients.

A knowledge of nutrition and diet, health and fitness, hygiene, salon management and business studies are some of the requirements of the job. Apart from technical qualifications, the therapist must possess knowledge and skill to inspire confidence in clients.

Training and qualifications

Type/structure of training

The FAS course is based mainly in the classroom, with 4 weeks in-company work experience training.

Admission requirements

Minimum age 17 years. Education - Leaving Certificate standard, preferably with a Science subject.

Duration of training

Initial training for a CIDESCO (International Committee of Esthetics and Cosmetology) course is six months. In the case of private schools this is followed by six months supervised work in a clinic. Additional courses, e.g. aromatherapy, body massage etc., are run on a two nights a week basis for three months.
The course run by FAS takes 26 weeks.

Training level

EC level II

Examination(s) at end of training
Name of body which awards diploma/certificates etc.

Examinations are set by the Confederation of International Beauty Therapy and Cosmetology and/or the International Therapy Examination Council.

Training providers

FAS, the national Training and Employment Authority provides Beautician course in one of its Training Centres. In the private sector there are a number of recognised Colleges and Schools of Beauty Therapy; the principal ones are listed overleaf. There are also many smaller establishments where training is of a more informal nature.

Status of those undergoing training

School leavers who wish to develop a career as beauticians, older trainees who wish to take up a new occupation usually when their families are reared, and people to wish to establish their own businesses.

Job and career prospects

No statistics available but based on information to hand, prospects are excellent for those who ~~are~~ professionally qualified. Starting salaries vary from salon to salon as the profession is not controlled by legislation; there are no statistics available.

Continuing and further training

As the business is extremely competitive, therapists have the option of availing of the many additional courses which are organised by beauty schools and colleges.

Estimate of student/trainee intake per annum

The profession is widespread but fragmented in Ireland. Therefore there is no reliable way of estimating trainee intake per annum to the various institutes without a special survey.

Information sources

a) Information supplied by FAS Training Centre, Industrial Estate, Monavalley, Tralee, Co. Kerry, and The Coogan-Bergin Clinic & College of Beauty Therapy, Glendenning House, 6 Wicklow Street, IRL-Dublin 2.

b) **Addresses**

Anne Weekes Beauty School Ltd.
75 Waterloo Road
IRL-Dublin 4.
Tel. 3531+6689231 or 3531+6606390.

Bronwyn Conroy Beauty School
40 Grafton Street
IRL-Dublin 2.
Tel. 3531+6779184 or 3531+6778783

Coogan Bergin Beauty College
6 Wicklow Street
IRL-Dublin 2.
Tel. 3531+6794254

Galligan College of Beauty
12 Hume Street
IRL-Dublin 2.
Tel. 3531+6611122

Scappaticci Morris College of Beauty
Castelebellingham
IRL-Co. Louth.
Tel. 35342+72235

FAS Training Centre
Monavalley
Tralee
IRL-Co. Kerry (Course for Beauticians).

CIDESCO
Forschstr. 424
Postfach 124
CH-8029 Zürich

ITALY

Definition

Beauticians are professional practitioners who provide face/body treatments, day/evening make-up, massages, manicures and pedicures for clients. For this purpose, they use a range of techniques and modern appliances that enable appropriate overall care of the body. Beauticians must therefore possess wide-ranging knowledge covering a very broad range of fields.

Training and qualification

Admission requirements

People aged between 14 and 29, possessing a top-grade lower secondary school certificate are eligible for training courses. Registration at placement offices is also necessary for courses for unemployed adults.

Duration of training

The course includes two years of training, totalling 2000 hours, plus a specialist year of a total of 1000 hours.

Each year includes a one-month work experience period in enterprises in the sector.

The training curriculum includes, over the three years, detailed knowledge of electrolysis, notions of psychology, general education and professional ethics.

Training level

EC Level III (after specialization)

Examination(s) at end of training
Name of body which awards diploma/certificates etc.

The qualification certificate is issued by the vocational training body responsible for this sector and validated by the Region. At the end of the two-year course, trainees must sit the vocational qualification examinations.

Type/structure of training
Training providers

Training takes place at vocational training centres. These centres are directly run by the Regions or by the National Vocational Training Agencies set up for this purpose. Other refresher or training courses are offered by private bodies.

Status of those undergoing training

The status of people attending training courses for hairdressers is varied; they are generally students who do not intend to continue their studies in the education system or young unemployed people with particular creative abilities.

Job and career prospects

The career prospects of people qualifying in public bodies are quite good and some 60 % of those qualifying find jobs in enterprises in the sector (hairdressing salons, beauty salons, etc.) within a year of obtaining the vocational qualification. However, there are no detailed studies of occupational outlets in this sector in Italy.

Continuing and further training

In the area of continuing training, there are good opportunities for qualified people to attend subsequent refresher training courses in enterprises in the sector.

Information sources

ENFAP Lazio (Ente nazionale per la formazione e l'addrestamento professionale)
Largo Aschiangi 5
I-00153 Roma
Tel. 58554220

ENFAP Lazio (Ente nazionale per la formazione e l'addrestamento professionale)
Via G. Induno 5
I-00153 Roma
Tel. 585541

Centro Formazione Professionale della Regione Lazio
Civitavecchia (RM)
Tel. 0766/21217

IAL (Istituto Addestramento Lavoratori) (Nazionale)
Rome
Tel. 861913

NETHERLANDS

Definition of function

A beautician cleans and cares for the face and body, looks at the condition of the skin, establishes among other things whether it is dry, greasy or tired skin, finds out whether the client is affected by particular allergies and draws up a treatment plan in consultation with the client. Commonly occurring activities are the cleansing of the skin, the removal of blackheads, styes and unwanted hair growth and the massaging of the skin on the face, neck and neckline to refresh the skin and relax the muscles. Face masks and make-up are also applied. A beautician sells all kinds of cosmetic products in the salon, and ensures good hygiene.

In this work, use is made of an adjustable chair, a massage table, a steam device (the vapasone) to clean the skin, a prewaxed strip device for depilation and various equipment to make the face muscles supple and to control wrinkles. In addition, brushes, spatulas, knives and tweezers are used. Massage oil, cleansing lotions, face creams and make-up articles are also employed.

A beauty therapist must be able to listen patiently, and must be able to work very accurately and with concentration. Well developed motor functions are important, particularly in applying eye make-up and in removing styes and blackheads.

The work is carried out in a beauty salon. This can be a room set up as such at home. There are often beauty salons in a sauna complex, in large hotels or in hospitals and homes for the elderly. A full working week with fixed hours of work normally applies to this work.

The work is alternately performed standing, sitting or bending over, and does not impose a particularly great strain physically and mentally.

Training and qualifications

Types of training:
MBO, the technical stream of senior secondary vocational training - services and health care offers:

Long training beauty care
- Vocational training profile Manager beautician
- Vocational training profile Business owner beautician

Admission requirements

Statutory requirements:

- a: secondary special education (vbo) provided:
  C syllabus in Dutch language and two other subjects, and
  B syllabus in three other subjects.
- b: the junior general secondary education (mavo) diploma
- c: the diploma of a short training course
- d: the diploma of an intermediate training course
- e: proof that the first three years of a school for pre-university education (vwo) or of a school for senior general secondary education (havo) have been successfully completed, or
- f: a diploma to be designated by the Minister other than the diplomas mentioned in a. to d.
- g: a diploma to be designated by the Minister other than the diplomas in a to c.

Duration of training

Three years of full-time schooling

Training level

EC level III

Examination(s) at end of training

As of 1 August 1993, senior secondary vocational training (mbo) has the following pattern:

- The final terms - divided into certificate units - have been laid down by the Minister of Education and Science.
- There are two types of examinations: school examinations and central examinations.
  Central examinations only apply to examination components which are relevant on the basis of statutory regulations other than those of the Ministry of Education and Science.
- The Minister annually appoints a national examinations board which draws up the central examinations syllabus.
- The competent authority of a senior secondary vocational training (MBO) school submits for the inspection of the education given:
  - a. examination regulations, which include the central examinations syllabus and the school examinations syllabus and the general rules and procedures involved in examination.
  - b. annually by 1 October a syllabus for testing and conclusion.
- Both the central examination and the school examination are held under the responsibility of the competent authority of the school

- The work experience in the period of practical instruction can constitute separate examination component or part of it.
- Registered trainees and external candidates can take the MBO examination.
- The basic requirement to be met in determining the outcome is that all the elements necessary for the diploma must be adequate (grade 6 or higher). All the required certificates lead to the award of a diploma against submission of the certificates.
- The models for the grades lists associated with the diplomas are established by the Minister.

Name of body which awards diploma/certificates etc.

Ministry of Education and Science.

Type/structure of training

Senior secondary vocational training
Full-time education, with a module of practical, on-the-job training

Training providers

Institutes for Senior Secondary Vocational Training

Status of those undergoing training

Students

Job and career prospects

Within the tertiary sector, the retail trade, catering and typically care providing services such as hairdressing businesses in particular are heavily dependent on consumer spending (i.e. spending by the public). During a large part of the eighties there was little growth, but at the end of the decade the Dutch regained their confidence in the economy and started to spend more money again. In the last two years the momentum has been lost again, although there can still be said to be some growth.

The unemployment rate for senior secondary vocational training (MBO) in Catering and Beauty therapy is very low: less than 3%. The MBO diploma is highly rated.

Continuing and further training

There are no specific training courses which represent a continuation of this training. There is a generally applicable option for those holding senior secondary vocational training (MBO) diplomas to move on to higher vocational training (HBO).

Estimate of students/trainee intake per annum

In 1990/91 the personal services sector had 57,515 women and 6,583 men enrolled in MBO courses, 23,775 women and 1.342 men in apprenticeship, and 20, 410 women and 1,680 men in other types of training.

Information sources

Stichting Vakopleiding in het Kappersbedrijf (SVK)
P.O. Box 1444
NL-3600 BK Maarssen
tel. 3134+65 92 211
fax. 3134+65 70 532

Kappersbond FNV
Nachtegaalstraat 37
NL-3581 AC Utrecht
tel. 3130+31 71 36

Koninklijke Algemene nederlandse Kappersorganisatie (ANKO)
P.O. Box 212
NL-1270 AE Huizen
tel. 3121+51 64 858
fax. 3121+52 63 786

Stichting Landelijk Dienstverlenend Centrum voor Studie - en Beroepskeuzevoorlichting (LDC)
Lange Marktstraat 14
NL-8911 AD Leeuwarden
tel. 3158+334733
fax. 3158+133935

PORTUGAL

Definition of function

The beautician applies cosmetic treatment.

The masseur massages customers to induce a feeling of general well-being or to improve the figure.

The manicurist cleans, cuts, polishes and provides cosmetic treatment for the finger nails.

The pedicurist cleans, cuts, polishes and provides cosmetic treatment for the toe nails.

Make-up artists prepare actors for their parts in plays, studio or other productions. Their work involves: becoming acquainted with the various parts and exchanging impressions with the producer on the characteristics of the parts to be played; consulting books and prints relating to different periods or using their own intuition and experience; preparing work plans and requesting accessories, such as wigs, beards, prostheses, instruments and other resources; putting on prostheses using special adhesives; making wigs and applying finishing touches; applying rice powder or different coloured creams to match skin shades; producing light or shade for parts of the face which show up and special effects. They also make up cosmetics.

Training and qualifications

Type/structure of training

The MESS provides training through the IEFP at the Participated Management and Direct Management Centres located throughout the country. When apprenticeship for young persons is provided as alternating training, theory is taught at Employment Centres and Participated Management and Direct Management Centres, with practical training in enterprises engaged in the respective occupations.

The ME, through the Department of Secondary Education (DES), is responsible for teaching guidance and coordination in the secondary education sub-system, especially in respect of technology, art and vocational education. Training Colleges, which have been set up as a result of agreements between local authorities, enterprises, enterprise associations, cooperatives, public authority and other organisations, are of particular interest.

The social partners play an important role in the education/training systems as they are represented on the IEFP Executive Committee and its Advisory Councils.

As far as the curriculum and implementation of the training programmes are concerned the IEFP Vocational Training Department, Direcção de Serviços de Desenvolvimento Curricular (Curriculum Planning Board) plans and publicizes the teaching modules, methodology, programmes and other vocational training structures which are designed to make full use of human resources as the production system, technology and jobs evolve.

The apprenticeship system is supervised by a committee, the Comissão Nacional de Aprendizagem (CNA) (National Apprenticeship Committee), made up of representatives of the Employers' and Trade Unions' Associations and various Ministries.

Admission requirements

Candidates must have completed the 9th year of their education.

Duration of training

The length of courses depends on the promoter. Courses promoted by the IEFP vary in length according to the occupational category and type of training.

Initial training:	1 year (1800 hours)
On-the-job training:	Beautician - 1400 hours Manicurist/Pedicurist - 712 hours
Off-the-job training:	Beautician - 120 hours

Training level

EC level I-II

Examination(s) at end of training

Training college certificate.

Name of body which awards diploma/certificates etc.

- Sindicato dos Profissionais do Penteado, Arte e Beleza (Hairdressers and Beauticians Association) (SINDPAB)
- Associação Portuguesa de Barbearia, Cabeleireiros e Instituto de Beleza (Portuguese Association of Barbers, Hairdressers and Beauty Institute)

A Standing Committee monitors the education system/employment market; a Ministry of Education (ME) representative is responsible for the former and a Ministry of Employment and Social Security (MESS) representative for the latter.

A Standing Qualification Committee was set up in accordance with Article 14 of Decree-Law no. 95/92 in order to coordinate the Occupational Certification system. The Committee is made up of public authority, employees and trade union representatives. It has specialised technical sub-committees for the activity sectors or occupational areas.

The ME and MESS are responsible for issuing the academic and occupational certificates to young persons awarded intermediate grade qualifications on leaving these systems.

Training providers

The following are responsible for vocational training in this area in Portugal:

- Ministry of Employment and Social Security (MESS)/Institute of Employment and Vocational Training (IEFP)
- Ministry of Education (ME)/Department of Secondary Education (DES)
- Public and private institutions
- The Social Partners

Status of those undergoing training

Students, employees, apprentices

Job and career prospects

The approved wages for the barbers', hairdressers' and related occupations sector were published in BTE series no. 15, 22.4.92.

Approved wages as of 1 March 1992:

Masseur	55 000.00 escudos
Beautician	55 000.00 escudos
Manicurist	49 500.00 escudos
Pedicurist	49 500.00 escudos

Continuing and further training

There are occupational associations which provide continuing training, although not on a permanent and systematic basis:

- Sindicato dos Profissionais do Penteado, Arte e Beleza (Hairdressers and Beauticians Association) (SINDPAB)
- Associação Portuguesa de Barbearia, Cabeleireiros e Instituto de Beleza (Portuguese Association of Barbers, Hairdressers and Beauty Institute)

Estimate of student/trainee intake per annum

In 1993 the statistics were:

- Beauticians: 76
- Manicurists/Pedicurists: 16
- Make-up artists: 14

Information sources

a) This information was taken from official documents and supplementary information from the IEFP and the social partners.

b) **Addresses**
Centro de Formação Profissional de Agueda
Alagoa - Apartado 230
P - 3753 Agueda Codex
Tel: 34 644957
Fax: 34 645060

Centro de Formação Profissional de Castelo Branco
Zona industrial - Montalvão - Apartado 237
P - 6001 Castelo Branco Codex
Tel: 72 328325
Fax: 72 328325

Centro de Formação Profissional de Coimbra
Bairro da Pedrulha - Estação Velha
P - 3000 Coimbra
Tel: 39 20015/6
Fax: 39 28936

Centro Regional de Formação Profissional de Deficientes
Rua Dom João 57
P - Funchal - Madeira
Tel: 91 743177
Fax: 91 742364

Instituto do Emprego e Formação Profissional
Av. José Malhoa 11
P - 1000 Lisboa
Tel: 1 72725361
Fax: 1 7265755

Sindicato dos Profissionais do Penteado, Arte e Beleza (Hairdressers and Beauticians Association) (SINDPAB)
R. Bernardim Ribeiro, 34-1°
P-1100 Lisboa

Associação Portuguesa de Barbearia, Cabeleireiros e Instituto de Beleza
(Portuguese Association of Barbers, Hairdressers and Beauty Institute),
R. Dos Fanqueiros, 135-2°
P-1100 Lisboa

SPAIN

Definition of function

- Collaborate with the other members of the team under the coordination and direction of the Technical Director.
- Perform the work independently using acquired know-how and techniques.
- Arrange the daily work in the beauty salons.
- Record and file clients' personal and technical data.
- Carry out an examination of the state of the skin.
- Draw up and carry out the treatment for unwanted changes of the skin, following the instructions of the Technical Director in those cases where the application of radiation and electric current is needed as part of the beauty treatment.
- Analyze the complexion of the clients and apply make-up taking into account morphological characteristics and the effect of light.
- Direct the client towards the right cosmetics.
- Inform the client of the cosmetics required to look after and put make-up on the skin.
- Collaborate with the corresponding medical services as health agent.
- Supervise and maintain the machinery in perfect hygienic condition.
- Manage and maintain material stocks.

Personal qualities required

- Physical requirements:
  - Correct use of the arms.
  - Visual dexterity and colour vision.
  - Physical stamina.
  - Tactile sensitivity and absence of sweating in the hands.
  - Not suffer from back or circulation problems.

- Aptitudes
  - Aesthetic sense
  - Verbal communication

- Inclinations
  - Team work
  - Attention to clients
  - Repetitive work
  - Liking for tidiness
  - Beauty and grace.

Training and qualifications

Type/Structure of training

A) Educational system:

The Spanish educational system is in a phase of transition between the General Education Law 24/1970 of 14 August and the Organic Law 1/1991 on the General Regulation of the Educational System (LOGSE) of 3 October.

The General Education Law structured vocational education in three levels, although the third level of vocational training was not developed.

First-level Vocational Training (F.P.I.) can be accessed by all pupils who have completed Basic General Education (EGB); the study programme has a duration of two years and is generally attended by students aged 14 and 15.

Second-level Vocational Training (F.P.II.) can be accessed with the title of Bachelor (Bachiller) of First-level Vocational Training or other equivalent titles. There are two forms of Second-level Vocational Training: the General Education Regime lasting for two years and the Specialized Education Regime which requires a period of practical training.

The Preamble of the Organic Law 1/1990 of 3 October for the General Regulation of the Educational System lays down that the conception and planning of the training cycles will include a period of practical training in the production centres which means that the participation of the social partners is ensured.

In LOGSE Vocational Training is structured as follows:

- Basic Vocational Training which is defined as the aggregate of knowledge, know-how, abilities and basic skills for the exercise of a broad range of occupations.
- Specific Vocational Training: its objective is to provide skills, knowledge and abilities for the exercise of an occupation, taking into account the fact that an occupation covers several jobs of a similar nature. This training consists of a series of training cycles with a modular organization, of varying duration, covering areas of theoretical-practical knowledge for different professional fields.

It is divided into Intermediate-level Vocational Training and Advanced-level Vocational Training:

- Intermediate-level Vocational Training: access is possible after completing compulsory secondary education or undergoing an admission test.

- Advanced-level Vocational Training: access is possible after acquiring the Baccalaureate (Bachillerato) or undergoing an admission test for which the student must be at least twenty years of age.

B) Occupational Vocational Training regulated by the Vocational Training and Occupational Insertion Plan (FIP); (Official State Gazette - BOE 4 May 1993) Art. 4.

The vocational training courses can be attended personally by the trainee or can take the form of distance learning; the practical training in the corresponding programme must be obtained in appropriate classrooms-workshops or in companies which have signed the necessary collaboration agreements, either directly or through the corresponding employers' association. The practical training in a company does not require the previous establishment of an employer-employee relationship, and the agreement has to set out the content of the practical training, the duration, place and schedule of training and the tutorial systems which will enable follow-up and evaluation.

The Royal Decree-Law 18/1993 of 3 December on Urgent Measures for the Promotion of Employment (Official State Gazette - BOE 292 of Tuesday, 7 December 1993) establishes the APPRENTICESHIP CONTRACT in Chapter II, Article 3, Part 2, which has the aim of providing the practical and theoretical training necessary for the exercise of a qualified job or place of work. This contract may be signed by workers between the ages of 16 and 25, with the exception of disabled workers for whom there is no age limit.

Admission requirements

A) Educational system regulated by the Ministry of Education and Science or by those Autonomous Communities (Regional Governments) to which education has been transferred.

There are two means of access to these studies:

- Direct access through academic certificates.
  Candidates successful in their studies in: the first cycle of secondary education; second course of the Unified Polyvalent; Baccalaureate; First-level Vocational Training.

- Access through admission tests.
  The candidates who do not have the requirements set out in the previous paragraph can get access to this module by passing a test which in general consists of two parts:
  General: Common to all modules at the same level.
  Specific: Different in each module.

General part: Objectives and structure of the test. The general part assesses linguistic and calculatory abilities and tests knowledge of mathematics.

Specific part. Objectives and structure of the test. This part of the test tries to assess general knowledge of Biology at the maximum level required in compulsory secondary education which ensures the correct application of the module.

B) Occupational Vocational Training Courses regulated by the Vocational Training and Occupational Insertion Plan and given by INEM or by the Autonomous Communities (Regional Governments) to whom this type of training has been transferred.

The courses included within the Vocational Training and Occupational Insertion Plan consist of a group of training schemes addressed to unemployed persons, and they have the aim of providing the qualifications demanded by the production system so that these persons may be integrated into working life or may upgrade their qualification if it should be prove to be insufficient or inadequate.

The courses managed and held by the National Institute for Employment (INEM) have the aim of satisfying the training needs of workers and giving them the vocational skills required to enter the world of work. At present, INEM manages or holds the following courses for the occupation of beautician as part of the vocational training for beauty care: Hairdresser and Beautician, Make-up artist and Depilator. There are two requirements for access to these courses:

- Academic level: the candidate must have the school-leaving certificate or an equivalent.
- Vocational or technical level: professional experience is required for the course for depilators.

Training level

EC Level II

Examination at the end of training

Educational system: Technical Assistant in Facial Care
Courses of Occupational Vocational Training: Certificate of proficiency

Name of the body which awards diploma/certificate

A) Educational system:
Ministry of Education and Science or the Autonomous Communities (Regional Governments)

B) Occupational Vocational Training Courses: National Institute for Employment or the Autonomous Communities (Regional Governments).

Duration of training

A) Educational system: 1,150 hours broken down as follows:

- Training in educational centres:

. Subject: Beauty care techniques	510 h minimum
. Subject: Apparatus and cosmetics	90 h minimum
. Subject: Fundamental principles of Anatomy, Physiology and Skin Pathology	150 h minimum
. Subject: Applied psychology	50 h minimum
. Subject: Design and drawing	90 h minimum
. Subject: Vocational training and guidance	60 h minimum
. Subject: Training in production centres	200 h minimum

Training providers

A) Educational system

- Teaching centres run by the Ministry of Education and Science or the Autonomous Communities (Regional Governments).
- Private vocational training centres.

B) Occupational Vocational Training courses regulated by the FIP Plan

- Centres dependent on the National Institute for Employment or the Autonomous Communities (Regional Governments).

- Collaborating centres recognized by INEM and the Autonomous Communities (Regional Governments).

Status of those undergoing training

- Students from the educational system who fulfil the academic requirements or have passed the admission test.
- Young persons over 16 and below 25 with an apprenticeship contract.
- Employees.
- Trainees in Occupational Vocational Training who are registered as jobseekers.

Job and career prospects

Staff in beauty institutes	1990 Calculation
Professor of Beauty Care	59,392
Employee or specialist in beauty treatment	56,320
Masseur/Masseuse	56,320
Manicure, pedicure and depilation	56,320

Continuing and further training

- Asociacion Nacional de Centros de Enseñanza de Peluqueria y Estética. (ANCEPE)
- Instituto de Estudios Politécnicos de Barcelona (IDEP)

Estimate of student/trainee intake per annum

A) Students trained in the educational system: 166 in 1991-1992

B) Students trained under the FIP Plan in the courses administered by the National Institute for Employment, 1990: 2,926 women and 96 men. The combined figures for INEM courses in beauty care and hairdressing in 1990 were 6,621 women and 294 men.

Information sources

a) This information was taken from the relevant legal texts with supplementary information from INEM.

b) **Addresses**

Asociación Nacional de Centros de Enseñanza de Peluqueria y Estética (ANCEPE)
c/. Españoleto, 19
E-28010 Madrid
Tel. 341+3197060

Federación Asociación Nacional Sindical de Esteticistas
c/. San Bernardo, 8
E-28015 Madrid
Tel. 341+521 24 34

Centro Artistico Recreativo de Peluqueria y Estética
c/. Carretas, 12
E-28012 Madrid
Tel. 341+522 42 33

Instituto de Estudios Politécnicos de Barcelona (IDEP)
Avda. Diagonal 401, entresuelo
E-08008 Barcelona
Tel. 343+4161022

UNITED KINGDOM

Definition

The beautician is usually either a beauty therapist (who may also be a manicurist) or a sales consultant.

They give treatments ranging from facials, make-up, manicuring and body treatments to electric depilation and waxing (removal of superfluous hair), and the treatment of some skin conditions such as open pores. A fully qualified therapist is capable of using various types of electrical apparatus. Therapists must know when to deal personally with skin complaints and when to refer a client to a doctor. It is usual to treat about eight clients a day in a treatment salon which may be run by a cosmetic firm, an owner-manageress, or occasionally as part of a hairdressing establishment.

Sales Consultant Beautician
They work in the perfumery departments of some large stores, in luxury hotels at home and overseas, on the big liners and at airports. They sell and promote their firm's products, answer questions from potential buyers on skin care and make-up, and may occasionally give talks at schools and colleges or to women's organisations. Some sales consultants travel for their companies at home and abroad.

Hairdresser/Beautician
The double qualification gives greater scope for employment, and some may work as make-up artists in radio or television. Some progressive psychiatric hospitals employ hairdressers/beauticians in rehabilitation centres and work of this nature plays an important part in treatment and recovery programmes.

Personal Qualities
A friendly but confident manner combined with a liking for women of all ages, tact and courtesy, good health and a good skin, a smart and well-groomed appearance and stamina for a job which involves much standing are all important.

Training and qualifications

Type/structure of training

Full time, day release or apprenticeship with block courses in particular specialism e.g. manicure, massage. Often trained on the job.

Admission requirements

Educational qualifications vary and formal academic qualifications are not always required. However, three General Certificate in Secondary Education (GCSEs) are needed to take a number of courses.

Duration of training

Most good courses last from five to six months although some are longer. Courses (lasting a few weeks) for sales consultants are usually at schools attached to cosmetic houses, some of which demand a premium which may be repayable after a period of working for the firm.

Training level

EC levels - I, II, III

Examination(s) at end of training

Various - Diplomas, certificates.

Name of body which awards diploma/certificates etc.

The International Health and Beauty Council, Confederation of International Beauty therapy and Cosmetology, City and Guilds and BTEC offer awards. Private schools run courses leading to the award of their own diplomas to candidates who are usually over 18 years old.

Training providers

FE colleges, private schools, beauty salons

Status of those undergoing training

Students, apprentices, unemployed, employees

Job and career prospects

For sales consultant beautician the minimum age is usually 21 and experience in selling is required. Employment prospects are good with many beauticians starting their own small business. Salaries can be quite high when working in the most prestigious salons.

Starting Salary: Trainee beauty therapists' earnings are low and later dependent upon the number of clients; consultants about £ 7000 plus commission on sales.

Continuing and further training possibilities

Various qualifications are available, but none are essential. Beauticians can specialise in areas such as massage, manicure, electrical epilation, wigmaking etc.

Estimate of student/trainee intake per annum

Numerous statistics available from various awarding bodies - the job description is wide. Estimate 10,000.

Information sources

a) source(s) of information used to provide the above

A-Z Careers and Jobs, Kogan Page, 1993
Statistics from City and Guilds

b) **Addresses**

Confederation of International Beauty Therapy and Cosmetology
Second Floor
34 Imperial Square
Cheltenham
UK-Gloucestershire QL50 1QZ

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109 Felpham Road
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CEDEFOP - European Centre for the Development of Vocational Training

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